

Junior Graphic Designer

Job Description

Pollard Thomas Edwards is currently seeking an enthusiastic, motivated and talented Junior Graphic Designer to join their in-house Communications Team located in Islington, London.

A highly motivated in-house graphic designer to creatively interpret PTE's "identity" in the production of a wide range of media. The role demands creative flair, up-to-date knowledge of relevant software, a sharp eye for detail and a passion for design. Working in an architectural environment the designer will require first rate design and layout skills and typography knowledge.

Experience in the building or property industry is desirable although not essential but a keen interest in the built environment is.

The Junior Graphic Designer will work within the existing Communications Group and work alongside the Communications Manager, Senior Graphic Designer and Bid Manager. He/she will report to the Communications Manager.

Key responsibilities:

- Liaising with colleagues and responding to a brief to carry out all stages of the creative process, from initial concept to production
- Managing more than one design brief at a time and meeting deadlines
- Creative art working to produce publicity material including mailshots, posters, exhibition displays, invitations, brochures, events and meetings, awards entries and other documents in a range of media
- Working alongside architects to produce competition entries and bespoke reports
- Colouring up elevations and plans
- Helping to establish and maintain a high standard of graphic "quality control" within the practice
- Maintaining and cataloguing the digital library resource

Requirements:

- Thorough knowledge of Adobe InDesign, Photoshop, Illustrator, Microsoft Office and PowerPoint
- Some digital and web based knowledge would be desirable

Necessary Competence:

- Degree in Graphic Design or similar

Further details:

Hours of work: full time, 9.15 am to 5.45 pm
Monday to Friday
Duration: Permanent
Holidays: 31 days per annum inclusive of bank holidays
Salary according to experience
Location: Islington, London

About us:

Pollard Thomas Edwards combines design talent, commercial acumen and social commitment to lift every day places out of the ordinary. PTE specialises in the creation of new neighbourhoods and the revitalisation of old ones. Our projects embrace the whole spectrum of residential development and other essential ingredients which make our cities, towns and villages into thriving and sustainable places: schools and nurseries, health and community centres, shops and workspaces, places to recreate, exercise and enjoy civic life.

To apply, please send a cover letter outlining your suitability for the role, CV and examples of work (up to 10 pages, as a single PDF) to tim.metcalf@ptea.co.uk.

Please include the role in email subject.