

## **Fulltime Graphic Designer/Digital Marketing Specialist**

Village Office Supply, a well established office supply and furniture company, located in Somerset, NJ, is currently looking for a dynamic and creative web/graphic designer to join our team. We're looking for someone who can take direction from written or spoken ideas and convert them seamlessly into images, layouts and other designs.

The successful candidate will be able to provide our customers with superior designs, in a timely manner, to promote themselves with outstanding products. We are currently seeking a talented individual who will be equally committed to our team, who possesses the proven skills across various creative disciplines. Responsibilities include:

- Designing artwork for print production capabilities.
- Analyzing supplied art files by manipulating or designing art to fulfill maximum print quality.
- Serving as the creation artist for virtual samples, layout design and be able to incorporate promotional products for company stores.
- Developing and maintaining ad campaigns run on all social media platforms.
- Developing and expanding online community outreach efforts through social media conversation/engagement.

### Qualifications:

- Must be proficient in Adobe Creative Suite programs: Illustrator, Photoshop and InDesign. Other Creative Suite software and e-mail software solutions is a plus.
- Strong creative skills.
- Excellent verbal and written communication skills.
- Must be deadline orientated, have ability to multi-task, be highly organized and able to work independently.
- Must be able to manage multiple projects from concept and development of original design ideas to final artwork.

### Benefits:

We offer competitive pay and benefits including paid time off, medical, dental, vision, life, 401k and other voluntary plans.

Interested candidates may apply by submitting your resume, salary requirements and digital design samples to [rinar@villageoffice.com](mailto:rinar@villageoffice.com)

We are proud to be an Equal Opportunity Employer

Job Type: Full-time