



## **Job Description- Freelance Graphic Designer**

### **Title:**

Freelance Graphic Designer

### **Description:**

SMC Business Group is looking for a part-time, Freelance Graphic Designer to assist the Marketing department. The person in this role will be responsible for driving SMC's client's brands through the creation of compelling, on-brand web and print design. Specific projects might include logo and identity package design for clients; working on email campaigns to promote products/services; or managing the design of communications and marketing collateral.

### **Required skills and abilities:**

- Adobe Creative Suite
- MS PowerPoint
- MS Excel - primarily charting/graphs
- Ability to prioritize assigned work and complete in a timely manner
- Ability to be flexible within deadline driven due dates
- Ability to work collaboratively within a team
- Ability to work within established brand guidelines
- Working knowledge of graphic design concepts and ability to apply it to work assignments
- Detail oriented and organized

### **How to Apply:**

Please send work samples or a portfolio along with a cover letter and resume to Leah McConnell at [lmcconnell@smcbusinessgroup.com](mailto:lmcconnell@smcbusinessgroup.com).