

**CITY OF SALEM  
GRAPHICS TECHNICIAN III**

**00197  
30197  
50197**

**NATURE OF WORK**

This is advanced graphics work which may involve lead worker responsibility.

Work involves responsibility for graphics production and drafting standards. Work direction may be exercised over other technicians engaged in graphic designing. work is conducted under general supervision.

**ILLUSTRATIVE EXAMPLES OF WORK**

(Any single position of a class will not usually involve all of the duties listed and many positions will involve duties which are not listed.)

Prepares a variety of graphic displays.

Prepares camera-ready art for the production of newsletters, brochures, and reports.

Makes finished drawings of planning proposals and design study projects.

Distributes assignments based on deadline, scope of project; responds to inquiries on quality and timeliness from users.

Performs other related work as required.

**WORK QUALIFICATIONS**

Considerable experience in planning and graphic techniques; completion of a two year technical course with an Associate Arts degree and major work in graphics, art, or architecture; or any equivalent combination of experience and training which provides the following knowledges, skills, and abilities:

Considerable knowledge of drafting, graphic techniques, and printing processes.

Some knowledge of the methods of conducting research and field surveys requiring collection, evaluation, and tabulation of data.

Ability to present results of research efforts in graphic and visual forms.

Ability to follow oral and written instructions.

Considerable skill with drafting instruments.

Thorough ability to work effectively with others.

Considerable ability to coordinate multiple projects for completion by deadline.

Ability to direct the work of others.

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Personnel Director