

THE KINGSWOOD COMPANY

OUR PRODUCTS. YOUR LABEL. SPARKLING RESULTS.

JOB DESCRIPTION: GRAPHIC DESIGNER

If you are a designer, you already have a pretty cool gig. This position gives you the chance gain loads of experience while building your portfolio with some fabulous projects, both in-house and with internationally known designers and retailers. Our design team is essential to the continued growth of our company, and the sky's the limit in terms of your opportunity to contribute.

The Kingswood Company is a 60+ year old company, and is the leading private label manufacturer of consumer products for the jewelry industry. We are seeking qualified candidates for our Graphic Designer position. Our team is young, and energetic, serving some of the best known retailers and designers in the world. We are seeking an energetic team player willing and interested in gaining experience and career development.

This is an ideal position for a recent graduate who wants to gain a LOT of experience working on a WIDE VARIETY of projects. From graphic design, to product development, to trade show space planning, to website development, to print marketing materials, to sales proposals, to photography and video, this position will provide a great deal of opportunity to build your portfolio and work with a fast paced team. It also includes direct customer interaction, as well as communication with suppliers.

JOB FUNCTION:

Graphic Designer

POSITION TYPE:

Full Time / 40-45 hours per week

This position is not a contract position, and is an ongoing employee position. Hours worked will be on-site, in our office, located off 670 East, near the airport.

DESIRED MAJOR/EXPERIENCE:

Graphic Design, Industrial Design.

1-2 years of relevant work experience preferred but will be waived for candidates with exceptional design skills.

QUALIFICATIONS:

- Must be proficient in Adobe Creative Cloud.
- Advanced in InDesign, Photoshop, Illustrator and WebDesign/HTML
- Proficient in Aftereffects or Premiere
- Ability to effectively utilize Microsoft Office is required (Word, Powerpoint, Outlook, Excel)
- Photography experience is a PLUS!

In addition to the graphic design skills listed above, the ideal candidate for this position will possess / will be:

- An ability to work well and closely with others
- Strong organizational skills and positive demeanor
- An ability to multi-task, set priorities and maintain them

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- Oral communication skills which are clear, concise and effective. This position has direct interaction with customers, as well as suppliers, media contacts, and our internal sales and marketing team.
- An excellent written/verbal communication skills
- A great sense of design and trends
- An independent thinker, and willing to generate new ideas, and contribute to the growth of our company and team
- Able to work independently in a deadline-driven environment to create production artwork for customers' orders
- Willing to learn new applications and skills – examples of recent work include social media, video, photography, new product development, trade show booth design

PRIMARY DUTIES:

Daily tasks will include:

- Layout artwork for customers/orders, and preparing artwork for production
- Updating and designing website
- Photographing products for use in creating images for website and marketing collateral
- Creating presentations, renderings and samples for sales proposals and meetings
- Designing, Creating and executing product and educational videos
- Updating and designing B2B marketing materials, e-blasts, newsletters, and tradeshow materials
- Assisting in marketing initiatives including design, production, concepts, proof-reading, web related projects, social media, research
- Supporting the sales team as necessary in a variety of marketing and design needs
- Assisting in new product development initiatives

SALARY LEVEL/COMPENSATION:

Compensation is based on experience. Base compensation range, including expected overtime (paid at time-and-one-half) is \$35,000 – \$45,000.

Additional Benefits will also be provided as follows:

- Access to a group health care plan (including medical, dental and vision benefits) effective 90 days after start date, and the opportunity to add health insurance for family members at the employee's expense. The Kingswood Company pays 50% of benefit plan premiums.
- Participation in the Company's SIMPLE IRA Plan, and eligibility to receive dollar for dollar Employer Matching Contributions.
- 6 Paid Holidays and 2+ weeks Paid Vacation annually.
- Participation in the Company's bonus plan.
- Participation in the Company's Short Term Disability and Life Insurance plans.

ADDITIONAL INFORMATION:

Visit our website at www.thekingswoodcompany.com for more information about our company and available opportunities.

An acceptable Drug and Background check through the Company's provider will be required upon acceptance of your offer. This will be paid for by the Company.

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TO APPLY:

Submit resume, portfolio and references to pwaclawski@thekingswoodcompany.com. No phone calls please.