
OKLAHOMA TOURISM & RECREATION DEPARTMENT

VACANCY RE-ANNOUNCEMENT

#086-14

TITLE: Web Graphics and User Interface Designer (0388)
Unclassified

LOCATION: Travel Promotion Division – Oklahoma City, OK

SALARY RANGE: \$40,000.00 - 60,000.00 Annually plus benefits

OPEN DATE: **April 2, 2014**

CLOSE DATE: **Until Filled**

**EDUCATION
AND EXPERIENCE:**

Bachelor's degree in Graphic Design or a related field
OR an equivalent combination of education and job
related work experience.

HOW TO APPLY: Submit a Resume and Cover Letter* during the
announcement period listed above to:

**OK Tourism & Recreation Department
Human Resources Division
120 N. Robinson, Suite 600
OKC, OK 73102
Phone: 405-230-8350
Fax: 405-230-8550**

* Cover Letter must include an accurate address and telephone number, as well as the
title of the position for which you are applying.

TO BE CONSIDERED:

- Any individual may apply for an unclassified posting.
- OTRD is an Equal Opportunity Employer
- Résumé must be postmarked by the closing date on job announcement

OKLAHOMA TOURISM AND RECREATION DEPARTMENT
Web Graphics and UI Designer Job Description, JOB CODE 0388
(Unclassified)

BASIC PURPOSE:

The Web Graphics and UI Designer is involved with the graphical aspects of OTRD websites. Understands the target audience and how best to reach that audience through graphical design and effective layout of content on the website. Creates and develops new visual interfaces that enhance the current website design as well as digital advertising materials and eNewsletter layouts. This position requires a focused self-starter comfortable working with a team as well as individually.

TYPICAL FUNCTIONS:

- Participates in brainstorming and discussions about the development of new website, functionality, pages or sections
- Makes web layout enhancements as requested
- Takes designs from concept through the creation of mock-ups and slices them after approval for implementation by OTRD web developers
- Develops and delivers front end design assets including but not limited to ads, animations, logos, icons, headers, buttons, banners, flash creatives and images.
- Creates ad units for use on OTRD websites by advertisers as well as units to be used by OTRD on third-party sites
- Develops visuals and lays out OTRD eNewsletters
- Uses appropriate compression methods to deliver fast load times
- Conceptualizes and delivers creative solutions which are in line with OTRD marketing strategy
- Maintains image resource files
- Proactively offers unique design and UI suggestions

KNOWLEDGE, SKILLS and ABILITIES:

- Proficient with Adobe Photoshop CS
- Working knowledge of how HTML, CSS and web graphics work together
- Working knowledge of flash and banner or video ad creation
- Strong time management skills with the ability to manage several concurrent projects and deliver against tight deadlines
- Ability to communicate clearly and concisely, both orally and in writing
- Excellent attention to detail
- Knowledge of responsive website design for delivery on mobile, tablet and desktop platforms is preferred

EDUCATION and EXPERIENCE:

- Bachelor's degree in Graphic Design or a related field OR an equivalent combination of education and job related work experience.

Effective 4/11/12
