



Position Profile

TITLE: Graphic Design Intern

REPORTS TO: Marketing Director and CEO

QUALIFICATIONS:

The ideal Graphic Design Intern is an active self-starter who expresses a sense of urgency for their work. He or she should be a positive, confident, and passionate person. The right candidate is professional and is willing to represent the Compton Construction brand both personally and visually. This person has a respect for Compton Construction's heritage and drive to improve the community through construction.

The Graphic Design Intern should be creative and strategic in thinking. This person should be a hands-on team player who isn't afraid to creatively solve problems. This person is relationship driven and collaborative. They are able to take direction from supervisors, and effectively communicate with team members.

He or she should have a strong understanding of digital marketing and design. This person is punctual and willing to go the extra mile. This is a patient individual. He or she is confident, but not arrogant. The Graphic Design Intern is both organized and detailed oriented in all aspects of their job.

The person is authentic and personable. He or she should have a good sense of humor and be approachable to clients, co-workers, and subcontractors. The ideal candidate expresses creativity in both personal and work environments.

RESPONSIBILITIES:

The responsibilities of the Graphic Design Intern include, but are not limited to, the following:

1. Assist the Marketing Director in all Compton Construction marketing activities
2. Design and create graphics, templates, and other visual documents
3. Develop digital content in line with Compton Construction marketing strategy, including but not limited to blog articles, videos, images, content
4. Assist photography efforts of projects before, during and after construction
5. Assist with social media strategy, content and management
6. Collaborate with Marketing Director to develop print documents and web designs
7. Provide superior customer service and ensure excellent customer experience

SKILLS/KNOWLEDGE:

Required

Track record of project success with documented results

Valid driver's license with reliable transportation

Design Experience with a portfolio of digital and graphic designs

MS Office skills including Word, Excel, and Outlook

Adobe Design Suite Skills including Photoshop, Illustrator, and InDesign

Preferred

1-3+ Years of graphic design experience

Photography experience

Desired

Videographer experience

Web Developer experience

Outside interests – hobbies, community involvement

Aspiring Entrepreneur

WHAT SETS COMPTON CONSTRUCTION APART FROM OTHER COMPANIES

Building is only what we do, not who we are. Serving our clients is the most important goal of Compton Construction. We are recognized in our communities and local organizations as a dedicated Community Partner. We serve to build. We build to serve.