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NASSAU COUNTY
SCHOOL DISTRICTS
CLASS SPECIFICATION

Title : SENIOR ILLUSTRATOR
Code: 850015 6KP
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Non-Competitive

GENERAL STATEMENT OF DUTIES

Prepares the design and layout of art work for the production of a variety of complex graphic materials; performs related duties as required.

COMPLEXITY OF DUTIES

Under general supervision, the duties require the use of judgment in designing, planning, and producing complex graphic art work by use of desktop publishing applications, and may require supervision of subordinate personnel.

TYPICAL DUTIES

- * 1. Designs, prepares comprehensive layout, and selects typeface for complex graphic material, utilizing desktop publishing and other graphic arts software applications.
- * 2. Reproduces charts, graphs, and maps to designated scale.
- 3. Assembles and prepares statistical charts.
- * 4. Prepares layout for two- and three-color overlays for leaflets and flyers.
- * 5. Illustrates layouts by means of photos, sketches, cutouts, cartoons, phototype, and other forms of lettering.
- * 6. Designs and letters covers for reports, brochures, and leaflets.
- 7. Supervises subordinate personnel in the production of graphic art work, as required.

***TYPICAL ESSENTIAL FUNCTIONS**

FULL PERFORMANCE KNOWLEDGES, SKILLS, AND ABILITIES

1. Thorough knowledge of the principles and techniques of illustration.
2. Thorough knowledge of the techniques and operations used in the preparation of copy for graphic arts material.
3. Thorough knowledge of the fundamentals of perspective, design, color harmony, and composition.
4. Skill in the use of tools and equipment used in illustration.
5. Ability to create effective and artistic formats for books, booklets, and magazines.
6. Ability to prepare designs and illustrations, to do original lettering and layouts, and to prepare related displays.
7. Ability to establish and maintain effective working relationships with associates.
8. Ability to maintain records.
9. Ability to express oneself effectively, both orally and in writing.
10. Ability to supervise the work of subordinates.

MINIMUM QUALIFICATIONS

Training and Experience

Bachelor's degree from a regionally accredited or New York State registered college or university, with a major in commercial art or a closely related field
and

Three years of satisfactory experience as a graphic artist or commercial artist including, one year in computerized, desktop publishing using graphic arts programs.

NOTE: Experience, as outlined above, in excess of the three-year requirement, may be substituted for college education, on a year-for-year basis.

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