

GRAPHIC ARTS TECHNICIAN

Nature of work

The principal and customary work of the employee in this employment class consists in conceiving and carrying out technical and artistic projects in the areas of applied and graphic arts, editing and multimedia and in giving technical assistance to the personnel and users.

Required qualifications

Schooling

To have a diploma of college studies in an appropriate specialty or a diploma or an attestation of studies which is recognized as equivalent by the competent authority.

Some characteristic duties

The employee in this employment class designs and carries out the college's graphic work, participates in the development of graphic standards of the corporate name and sees to their application.

He updates the college's Website, modifies its appearance, adds or removes components, and creates pertinent hypertext links. He applies the Website management and graphic development guidelines defined by the college. He provides support to the departments and services for the purposes of introducing or amending site content as well as advice on the aspects related to the graphic presentation and animation of the site.

He designs and carries out various technical and artistic work such as the graphic representation of plans and specifications related to construction and layout, the production of maps, the illustration, page make-up and layout of the college's publications, the artistic presentation and montage of audio-visual materials and the design of display and illustration models.

The graphic arts technician is called upon to draw up interior decoration or renovation plans, to prepare the necessary specifications and to help carry out these plans.

He is called upon to coordinate the work of support personnel involved in technical operations or programs for which he is responsible and to train less experienced personnel.

If need be, he performs any other related tasks.