

## ICEJ Graphic Designer

Online Applications are possible from 16.10.2018 to 30.11.2018

The ICEJ is currently seeking an experienced graphic designer to join our creative staff in Jerusalem. Applicants should be self-motivated, able to manage their time effectively to meet deadlines, able to organize projects, and able to work in a team environment.

Tasks include:

- Design of various ministry related promotional materials for print and electronic delivery, design and layout of monthly periodicals, and other design work as required.
- Management of pre-press workflow of all projects (including obtaining cost quotes and managing deliveries to/from print houses).
- Applicants should have competency in all Adobe Creative Suite applications as well as Microsoft Word and Excel.

Interested and qualified applicants should submit completed application with all requested attachments to the personnel department at the Jerusalem head office via:  
<https://airtable.com/shrblZHt0s0bstWu9>.

Please add to your online application the following documents:

- Current and completed CV
- recent passport-sized photograph (preferably color)
- copy of your current passport (page with your photo)
- One-page letter "why you are applying for a position with the ICEJ"
- Letter of recommendation from your Pastor
- Letter of recommendation from your Employer of your last two positions

Please send as well a link to your design portfolio and up to five examples of your best work. Please mention in your application on a scale of proficiency (1-5 with 5 being most advanced) how much experience/ skills do you have with each of the following specific software programs: Adobe InDesign, Photoshop, Illustrator and Acrobat, and Mailchimp.