

GRAPHIC DESIGNER

RAPIDS: 0010M

O*NET/SOC: 27-1024.00

REVISION DATE: 03/2021

TRADE DESCRIPTION: Design or create graphics to meet specific commercial or promotional needs, such as packaging, displays, or logos. May use a variety of mediums to achieve artistic or decorative effects.

TASK PERFORMANCE: Demonstrate knowledge and skills for qualifying as Journeyman. Applicable Job Qualification Requirements will be used as a guide in performing tasks and demonstrating knowledge in the following competencies.

TRADE ELIGIBILITY REQUIREMENTS:

Service Member assigned, trained and working full time in this trade occupation;

Have a minimum of 12 months remaining on active duty when beginning this trade apprenticeship;

Agree to abide by the National Standards of Apprenticeship.

Related Instruction:

Trade related On-The-Job-Training (OJT) or Any Trade related schools/courses totaling 216 or more hours.

Additional Requirement:

None

JOB FUNCTION 1: CREATE CHARTS			
Competencies:	Achieved Competency	Date Achieved	Approved By
1 - Create designs, concepts, and sample layouts, based on knowledge of layout principles and esthetic design concepts.			
2 - Draw and print charts, graphs, illustrations, and other artwork, using computer.			
JOB FUNCTION 2: PERFORM LETTERING			
Competencies:	Achieved Competency	Date Achieved	Approved By
1 - Determine size and arrangement of illustrative material and copy, and select style and size of type.			
JOB FUNCTION 3: OPERATE PRODUCTION EQUIPMENT			
Competencies:	Achieved Competency	Date Achieved	Approved By
1 - Use computer software to generate new images.			
2 - Key information into computer equipment to create layouts for client or supervisor.			
JOB FUNCTION 4: PERFORM OPERATOR MAINTENANCE			
Competencies:	Achieved Competency	Date Achieved	Approved By
1 - Research new software or design concepts.			
2 - Produce still and animated graphics for on-air and taped portions of television news broadcasts, using electronic video equipment.			
JOB FUNCTION 5: CONSTRUCT ILLUSTRATIONS			
Competencies:	Achieved Competency	Date Achieved	Approved By
1 - Develop graphics and layouts for product illustrations, company logos, and Web sites.			
2 - Study illustrations and photographs to plan presentation of materials, products, or services.			
3 - Prepare illustrations or rough sketches of material, discussing them with clients or supervisors and making necessary changes.			

JOB FUNCTION 6: MAINTAIN FILES AND RECORDS			
Competencies:	Achieved Competency	Date Achieved	Approved By
1 - Confer with clients to discuss and determine layout design.			
2 - Review final layouts and suggest improvements as needed.			
3 - Prepare notes and instructions for workers who assemble and prepare final layouts for printing.			
4 - Maintain archive of images, photos, or previous work products.			
5 - Mark up, paste, and assemble final layouts to prepare layouts for printer.			
FINAL APPROVER:	ALL COMPETENCIES COMPLETED:		
SIGNATURE:	DATE:		