



MINHAJ WELFARE FOUNDATION

298 ROMFORD ROAD, LONDON, E7 9HD

Tel. 0300 30 30 777 | Email. info@minhajwelfare.org

JOB VACANCY: In-house Designer & Video Editor

SALARY: £9 P/H

HOURS: 20 P/WEEK

Email CVs + Portfolio to info@minhajwelfare.org

We are looking for an enthusiastic designer to join our charity in August 2014. It is a temporary role with a view to become permanent.

You will be working in a small team of dedicated individuals to ensure that accurate and appropriate project specifications are made. You'll have excellent organisational skills and a high level of attention to detail. You'll be able to manage workloads efficiently. A good working knowledge of Adobe CC is a must.

Essential

- Brand literate and fully aware of corporate identity building
- Demonstrable skill through the design process from understanding and if necessary challenging a brief, through initial creative ideas to creating final designs and supplying digital artwork or online material
- Detailed knowledge of digital and print production principles and processes
- Focused, proactive, and resourceful, with a high level of attention to detail and ability to manage numerous projects simultaneously
- Able to effectively present ideas and solutions to a range of clients, in person and by phone and email
- Comprehensive knowledge and demonstrable experience of Adobe CC
- Experience of producing digital material including content managed websites, emailers, e-pubs and digital magazines

Desirable

- Illustrative ability &
- Photographic ability
- Good understanding of marketing principles or experience of working in a marketing environment.
- Understanding of the volunteer/charity ethos.

Qualifications

Educated to degree level or equivalent in a recognised design qualification.

Closing date for interim post: 30 August 2014

Start date: September 2014