

## Job Announcement

The Phare Communications Team is looking for a **Product & Graphic Designer** to help design souvenirs, gifts, and products for the Ponleu Selpak Boutique on campus.

### Position Summary

**Job Title:** Product & Graphic Designer

**Working hours:** 40 hours/week

**Report to:** Marketing, Communications, & Media Manager

### Main duties and responsibilities

The Product & Graphic Designer will design products for the Ponleu Selpak Boutique from initial idea to final production. Typical projects will include T-shirts, hoodies, water bottles, booklets, scarves, posters, and other materials. The candidate will learn and work first-hand with how souvenirs and gifts are conceived, designed, produced, and packaged for final sale. The candidate will work in the Development & Communications department.

### Day-to-day activities

- Developing concepts, graphics, and layouts within the Ponleu Selpak brand identity and according to briefings from the Development & Communications Managers.
- Determining the size and arrangement of illustrative material and copy, font style, and size according to the boutique visual style guide.
- Updating existing boutique materials, products, and signage.
- Coordinating the printing and production process for all products. (Training provided.)
- Occasional graphic design projects for other Communications Team projects

### Key points of success

- High levels of creativity and bringing plenty of ideas to the table
- Maintenance of brand consistency within the Ponleu Selpak style guide
- Working quickly to meet deadlines
- Coordination with multiple stakeholders across several projects simultaneously
- Organization and self-direction in day-to-day tasks

### Requirements

- Basic graphic design or product design experience (such as internship or other job)
- Mastery of the Adobe Suite (Photoshop, Illustrator, InDesign, etc.)
- Fluent in English, both spoken and written
  - Bonus: Fluency in French or other languages
- Bonus: Graduate of Phare Visual & Applied Arts School (VAAS) in graphic design
- Bonus: Basic knowledge or experience with garment or product design

Please submit your application with detailed CV and recent photo to Phare Ponleu Selpak through contact below by **6:00PM of February 23, 2024**

Attention: HRM

Anhchanh village, Ochar commune, Battambang city, Battambang Province, Cambodia.

Or

sareth.k@phareps.org and vuthyra.t@phareps.org

Short-listed candidates only will be contacted for interview. The successful candidate must comply with all PPS rules and Policies, especially Safeguarding Policy, and adherence to the values, and missions of Phare Ponleu Selpak.