GLENDALE COMMUNITY COLLEGE DISTRICT   **CLASS DESCRIPTION**

COMPUTER GRAPHICS ANALYST

DEFINITION

Serves as a graphic design specialist on projects where original and computer generated artwork is required. Such projects include but are not limited to web page design and development, classroom instruction modules and projects as required by special college programs.

SUPERVISION RECEIVED OR EXERCISED

Supervision is received from Information and Technology Services management personnel.

Provides work direction to lower-level staff. Supervision is exercised over student workers.

EXAMPLES OF DUTIES

Utilizes the principles of artistic design to create original graphic illustrations and animations for administrative and instructional use.

Designs layouts, roughs, and graphic artwork in conformance with assigned requirements.

Copies, traces, scans and modifies existing illustrations; creates new illustrations from photos and sketches; and creates original artwork.

Consults with staff and faculty regarding the best utilization of color, line, subject, movement, and form to achieve desired effects.

Determines interface design layout text manipulation.

Researches graphics projects to determine design reference sources.

Uses and maintains a variety of graphics equipment.

Scans and manipulates photos; operates videotape equipment, digital cameras, and 35mm cameras.

Uses applications authorizing software to create computer aided graphics animation programs; authors presentations for classroom instruction.

Selects, trains, evaluates and maintains schedules of student workers.

Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

Customer service protocol.

Principles of artistic design including color, tone, shading, system integration, and perspective layout.

Equipment and materials used in computerized graphic illustrations.

Current technology, techniques, and programs involved in various graphics processes.

Hardware, software, and basic equipment involved in graphics production and reproduction.

Ability to:

Apply customer service protocol and maintain a customer service oriented priority.

Establish and maintain cooperative and effective working relationships with members of the college community and with outside contacts.

Communicate clearly and concisely, both orally and in writing.

Effectively communicate with faculty, staff and students in a multi-cultural environment.

Work effectively with general supervision.

Design, layout, and perform a variety of computerized illustrative techniques.

Coordinate artistic efforts with various user requirements.

Use creativity and innovation in developing original design ideas.

Operate and maintain computer graphics equipment.

Visually interpret text and classroom instruction to create, integrate, and develop symbolic graphic illustrations.

Design user interfaces.

Interview, train, and provide work direction to student workers.

EMPLOYMENT STANDARDS

Minimum Qualifications:

Bachelor's degree from an accredited college or university with a major in Graphic Arts, Computer Science or a related field.

Two years of professional experience in performing computerized graphic or illustrative art work. College or post-secondary art school education and computer graphics instruction may be substituted for one year of experience on an equivalent basis.

Special Requirements:

Stay current in changing technology by reading professional periodicals and related texts, and be attending seminars and classes.