



EUI TRAINEESHIP OFFER – Print and Web Graphic Designer

1 POSITION AVAILABLE

We are looking for a graphic designer who possesses both print and web skills to assist the Communications Service's units to design and implement the EUI corporate visual identity on all materials and visuals produced.

EUI General Information:

The European University Institute (EUI) was set up in 1972 by the six founding Member States of the European Communities to provide advanced academic training to doctoral researchers and to promote research at the highest level. It opened its doors to the first researchers in 1976.

It carries out research in a European perspective in Economics, Law, History and Civilization, and the Political and Social Sciences.

For further details of the EUI & Florence in general:

<http://www.eui.eu/Home.aspx>

<http://www.eui.eu/ServicesAndAdmin/HealthAndFamily/LivingInFlorence.aspx>

Conditions for Eligibility:

Candidates must:

- A) Be nationals of a European Union member state, or of a candidate country which benefits from a pre-accession strategy (nationals of non-member states may be accepted depending on resources available) **AND**
- B) Study for a first (post-secondary education) degree and be in the process of obtaining the qualification in which the training is part of the curriculum; OR
- C) Be involved in a vocational training programme; OR
- D) Have obtained the above (A or B) qualification no more than 18 months prior to the beginning of the traineeship.

Candidates must have a good knowledge of one of the EUI's official languages and a satisfactory knowledge of another language, taking into account that English, French and Italian are the main working languages at the Institute.

All rules governing the traineeship refer to the [President's Decision no.39/2013](#)

IMPORTANT: please note that persons who do not meet the conditions above should not apply and may not receive any response if they choose to do so.

Type and Duration:

- 12 months. Full time (Monday to Friday)
- Proposed starting date: 19 October 2015 with probationary period of three months.

Benefits:

- Maintenance grants of 1.260 Euros per month;
- Reimbursement of travel costs from his/her place of origin, where applicable;
- A discount of 40% at the EUI canteen.

Qualifications Required:

- Ability to provide design assets from concept to final production
- Very good knowledge of Mac Adobe Suite (InDesign, Illustrator, Photoshop, Acrobat)
- Good knowledge and experience of design process for print production, including typography and colour theory.
- Capacity to align stylish creativity and imagination to visual identity and graphic standards.
- Good knowledge and experience in designing graphic elements for the web (mock-ups, banners, carousels, buttons, pictures, etc.)
- Knowledge and experience with a CMS (Content Management System) e.g. Wordpress or similar
- Good knowledge of Microsoft suite (Word, Power Point, Excel)
- Keen attention to detail and quality of work
- Ability to cope with multiple concurrent tasks and projects while meeting deadlines
- Capacity to work under pressure and with time flexibility
- Ability to work in team and excellent communication skills
- Be adaptable and able to pick up new techniques

Advantageous:

- Editorial knowledge and skills; knowledge of typographic and composition rules, knowledge of e-publishing and cross-media publishing applications
- Good knowledge and experience of web graphic design (CSS, HTML)
- Good understanding of cross browser compatibility and restrictions
- Knowledge and experience of video editing (FCPX and/or Adobe Premiere) and video shooting

Daily tasks:

- Design a range of visual assets in accordance with the EUI visual identity and graphic standards for all printed materials (including, but not only: templates, corporate and promotional publications, posters, events displays, information kits, signage, merchandising, etc.) and for the EUI websites (banners, carousels, buttons, pictures, etc.)

- Create and design new assets (logos, illustrations, graphic lines)
- Produce executive files
- Edit and optimize digital assets (photos)
- Assist in maintaining the Service's digital archive
- Setting Microsoft office templates (letterheads, badges, presentations, etc.)
- Assist in the implementation and developments of the EUI visual identity

TO APPLY:

Please send your CV and cover letter (in English or Italian), book and possibly some references from previous experiences to:

- Email: eui.pr@eui.eu

by **20 September 2015 at midnight.**

Email subject: Application for Print and web graphic designer - Traineeship

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