



- Basic organization and function of the California Legislature.
- Operate assigned equipment with skill and safety.
- Use industry standard Mac based environment that includes Adobe Creative Cloud, InDesign, Illustrator, Photoshop, Acrobat Professional, font management applications, Microsoft Office, and related software.
- Perform design and layout work in the preparation of documents and publications for printing.
- Employ good judgement and make sound decisions in accordance with established procedures and policies.
- Establish and maintain cooperative and professional relationships with those contacted in the course of work.
- Communicate clearly and concisely.
- Work efficiently and effectively at all times.
- Maintain performance, professionalism, and attention to detail while working under pressure and while dealing with multiple projects, deadlines, demands, and constant change.
- Understand and follow instructions.
- Access, input, and retrieve information from a computer.
- Work extended hours as necessary.

**Qualifications:**

- Proficiency in Adobe Creative Suite (Photoshop, Illustrator, InDesign) and other relevant design software.
- Strong understanding of design principles, typography, and color theory.
- Strong attention to detail and ability to meet deadlines.

**Preferred Qualifications:**

- Bachelor's degree in Graphic Design, Visual Arts, or a related field.
- Experience working in the California State Legislature.

**Salary Range:** The Assembly salary range for the classification of Graphic Artist is \$3,932 - \$10,011 monthly. The successful candidate's salary for this position is anticipated to be between \$3,932 - \$5,500 monthly. Final salary will be commensurate with experience.

**To APPLY:** Submit cover letter and resume with subject line "Graphic Artist" to [Human.Resources@asm.ca.gov](mailto:Human.Resources@asm.ca.gov).