



## EUI TRAINEESHIP OFFER – Print and Web Graphic Designer

### 1 POSITION AVAILABLE

We are looking for a graphic designer with both print and web skills to assist the Communications Service's units in the design and implementation of the EUI corporate visual identity on all print and visual materials produced.

### About the EUI

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.

The EUI conducts research with 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) have graduated or be currently enrolled in university programs in design (or similar) and have a proven work experience in the field; OR
- B) be involved in a relating vocational training programme; OR
- C) have obtained the above (A or B) qualification, no longer than 18 months prior to the beginning of the traineeship; OR
- D) be civil servants of a European Union Member State

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.

### Type and Duration:

- 12 months. Full time (Monday to Friday)

### Benefits:

- Maintenance grants of 1.240 Euros per month
- A discount of 40% on EUI canteen costs
- Travel cost reimbursement for the arrival trip to Italy and the final return trip

### Qualifications Required:

- Ability to provide design assets from concept to final production
- Very good knowledge of the Mac Adobe Suite (Photoshop, InDesign, Illustrator, Acrobat)
- Good knowledge and experience in the design process for print production, including typography and colour theory.
- Good knowledge and experience in designing graphic elements for the web (banners, carousels, buttons, pictures, etc.)
- Good knowledge and experience in video editing (FCPX and/or Adobe Premiere) and video shooting
- Good knowledge of the Microsoft Office suite (Word, Power Point, Excel)
- Keen attention to detail and quality of work
- Capacity to align stylish creativity and imagination to visual identity and graphic standards
- 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
- Adaptability and willingness to learn new techniques

### Advantageous:

- Good knowledge and experience of web graphic design (CSS, HTML)
- Good understanding of cross browser compatibility and restrictions
- Knowledge and experience in working with a CMS (Content Management System) e.g. Wordpress or similar
- Editorial knowledge and skills; knowledge of typographic and composition rules, knowledge of e-publishing and cross-media publishing applications

### Daily tasks:

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

- Producing executive files
- Shooting and editing video advertisement, reports and videos during events
- Setting templates in MS Office (letterheads, badges, presentations, etc.)
- Editing and optimizing digital assets
- Maintaining the Service's digital archive
- Assisting in the implementation and developments of the EUI visual identity

To apply, provide CV, cover letter, book and possibly some references from previous experiences to:

- Email: [eui.pr@eui.eu](mailto:eui.pr@eui.eu) (email subject: *Application for Print and web graphic designer – Traineeship*)

*For further information:*

Contact the EUI Communications Service at [eui.pr@eui.eu](mailto:eui.pr@eui.eu) or see the page:  
<http://www.eui.eu/ServicesAndAdmin/CommunicationsService/Traineeships.aspx>

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[www.eui.eu](http://www.eui.eu)