

GRAPHIC DESIGN APPRENTICE

Job Description

Upstream Communications is the design and print department of Springboard Sunderland. Tower Design is the design and print department of Springboard Hartlepool.

Both studios offer a wide range of commercial design and print services as well as apprenticeship training opportunities for young people.

We design and produce artwork using Apple Mac technology with industry standard software including InDesign, Photoshop and Illustrator to produce a variety of work such as:

- Adverts
- Brochures
- Certificates
- Forms
- Invitations
- Leaflets
- Logos
- Newsletters
- Postcards
- Posters
- Programmes
- Stationery

Apprentices will produce real work for paying customers, working to their requirements and deadlines, whilst developing their creative skills. They will also learn digital printing and use finishing equipment, therefore seeing a job through from initial brief to final product.

Conditions of Employment

- £2.73 per hour
- 30 hours per week
- 53 week contract
- 26 days holiday

All successful applicants will become Advanced Apprentices subject to a 6 week trial period (during this period a £7.80 contribution towards travel expenses will be paid and you may also be eligible to a £7.50 bursary each week).

Apprenticeship Duties

- Support staff in the production of design and print work from initial ideas to finished product
- Assist in the day-to-day operation of the department

Personal Specification

- Must be creative and have artistic flair (please note this is a graphic design programme - not ICT)
- Aged 16-18 years
- Minimum of 5 GCSEs at grades A-C including English Language, Maths and Art/Graphics
- Knowledge of Apple Mac computers & graphic design software including InDesign and Photoshop (not essential as training will be given)
- Good communication skills for dealing with clients, staff and learners
- Ability to follow instructions and work as part of a team

Employee Benefits

- Work for a creative and forward thinking organisation in a stimulating environment
- Gain valuable experience working in a commercial design and print studio
- Gain understanding and knowledge of design, print and finishing processes
- Gain confidence in dealing with people in a variety of situations
- Develop your own portfolio of work to showcase your creative skills to potential employers
- On successful completion of this programme apprentices will achieve a Level 3 NVQ Diploma in Digital Pre-Press for Print, which could give access to university

For further information please contact:

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