

**POSITION DESCRIPTION
FOR
COMPUTER GRAPHIC ARTIST**

SUPERVISOR: Program Manager, ICW Project Manager or Media Manager

DESCRIPTION: The computer graphic artist engages in all aspects of the design, development and production of graphic art used to support the development of computer based and web based training. The graphic artist will ensure that artwork is accurate and in conformance with applicable specifications.

ESSENTIAL FUNCTIONS:

1. Plan, layout, and render technical artwork using commercial off the shelf computer graphic programs. Render detailed 3D images, line art illustrations, block diagrams, schematics, and functional diagrams, for depiction of military and commercial equipment/equipment interfaces for computer based training.
2. Following program manager direction, assign priorities and accomplish assigned tasks.
3. Create layouts of both hand- and machine-lettered management information charts for use as copy for projects (slide and overhead transparency).
4. Create 2D and 3D images to support technical electrical and mechanical systems training for a wide variety of military systems and sub-systems.
5. Render all artwork in compliance with program manager direction and technical specification requirements, using the most appropriate software and hardware.
6. Operate all equipment associated with production of work.
7. Read and convert engineering-type plan view drawings into various projections and views, including perspective and isometric.
8. Engage in all phases of the CBT development process, to include authoring, editing and programming ICW lessons.
9. Comply with the policies and procedures as set forth in the corporation's Handbook of Policy and Procedure.
10. Comply with the provisions of the corporation's Standard Practice Procedures manual and DoD 5220.22-M when handling classified information to include generating, marking, storing, handling, and destroying classified material.
11. Work, cooperate, and communicate with the program manager and coworkers

satisfactorily. This includes the professional, mature acceptance of constructive criticism.

12. Travel as required.

QUALIFICATIONS FOR POSITION:

1. Must have five years experience in planning, layout, and rendering of computer graphics/illustrations.
2. Must have one of the following combinations of degree in Drawing, Painting, or Fine Arts and years of experience:

| <u>Degree</u> | <u>Years Experience</u> |
|---------------|-------------------------|
| B.A. | 3 |
| A.A. | 5 |
| None | 7 |

3. Must have four years experience using desktop computer based word processing and graphics development software.
4. Must be able to demonstrate a working knowledge of currently used artwork development standards and specifications
5. Must be able to be cleared to the Secret level by the Defense Industrial Security Clearance Office.