NEW AUG 0 6 1987

OHIO CLASSIFICATION SPECIFICATION *Developed for Equal Opportunity*	CLASS TITLE: Graphic Artist	CODE: 82111 C
	MAJOR AGENCIES: County Offices, Universities	JURISDICTION: County, Univ.

FUNCTION: Under general supervision from administrative officer or other administrative supervisor, designs & develops raphic art materials (i.e., excludes responsibility for final layout) for agency use in departmental communication, publicaion & education;

-PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	52-72	Designs graphic art materials (i.e., excludes responsibility for final layout) for agency use (e.g., publications, training programs, exhibits, maps, graphs, illustrations, technical reproductions, audio/visual aids, posters, diagrams, studio props, slide-shows), participates in project development & submits work to clients for approval.	Knowledge of (1) graphic art (e.g., graphic art processes, typography, proofreading & copy preparation, photolithography, layout & design, printing science, offset presswork), (2) visual communication design & graphics (i.e., use of visual treatments & techniques for medias of print, film, audio/visual presentations, TV, machine graphics); skill in (3) use & maintenance of materials, tools & equipment associated with graphic art, industrial design & audio/visual communication; ability to (4) deal with problems involving several variables in familiar context, (5) work alone on most tasks.
2	18-38	Edits instructional material; develops curriculum guides to correspond with graphic material; provides instruction in use of media graphics.	Skill in 3; ability to 4, (6) proofread technical materials, recognize errors & make corrections, (7) cooperate with others on group projects.
3	5-15	Performs variety of related duties (e.g., cleans & maintains graphic art & audio/visual equipment to ensure proper working order, prepares requisitions to purchase graphic art supplies &/or related equipment such as photographic, printing &/or audio/visual).	Skill in 3; ability to (8) complete routine forms.

(1080) 123:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)* 6 courses in graphic arts, art or industrial design to include one course in layout & design & appropriate visual treatments & techniques for medias of print, film & television (or 18 mos. exp. as graphic arts designer with exp. not having to include responsibility for final layout); or equivalent.