

JOB TITLE:	GRAPHICS TECHNICIAN
Department:	Digital Art and Design
Location:	Jackaline Baldwin Dunlap Technology Center (TECH)
Supervisor Name:	Alan Garfield
Supervisor Phone Number:	563.589.3717
Supervisor Email:	agarfield@dbq.edu
Duties and Responsibilities:	<ul style="list-style-type: none"> • Oversee computer labs • Create posters and collateral material for department, student clubs, The Belltower, and other departments • Test software • Video Editing • Work with each faculty member in DART weekly • Other duties as assigned
Classification	None
Purpose or Role within the Organization:	Supports the Digital Art and Design Department through various tasks.
Rate of Pay:	Minimum Wage
General Qualifications:	Must be enrolled at least half-time.
Length of Employment:	Beginning of the fall semester to the end of the spring semester.
Evaluation Procedures & Schedules:	None