



SIX DEGREES

8040 East Gelding Drive

Scottsdale, AZ 85260

480 627 9850

six-degrees.com

TITLE: **Production Artist**

TYPE OF POSITION: Contract to Hire • LOCATION: Scottsdale, AZ • PAY: DOE

### **JOB DESCRIPTION & REQUIREMENTS**

The Production Artist works directly with the Executive Director of Design and Traffic Manager. Their primary job is to support the Creative team with the execution of a variety of projects. They have a passion for technical work and are sticklers for process and upholding industry best practices in the tireless pursuit of producing quality agency work.

He/she is a power-user of industry standard software tools to produce fast, efficient, quality work. They are familiar with printing requirements, exhibit sound mechanical production sensibilities and judgment, and enjoy creative and technical challenges.

### **RESPONSIBILITIES**

- Prepare layouts for print collateral, advertising, tradeshow materials & kiosks, packaging, PowerPoint presentations, websites, banner ads, mobile applications, etc.
- Ensure the quality and accuracy of files prepared for pre-press and release; assure adherence to agency guidelines and industry standards for print and digital mediums.
- Organizing, monitoring, and maintaining files on Six Degrees servers; performing FTP transfers, archiving, and sharing files with printer and programming vendors.

### **ADDITIONAL REQUIREMENTS:**

- Advanced-level skills in the latest versions of Adobe Creative Suite for Mac applications: InDesign; Photoshop; Illustrator; Acrobat and PowerPoint.
- Must be detail-oriented, work efficiently, and have a passion for process and production methodologies.
- Ability to work independently and as a team player in a collaborative environment.
- Ability to create charts and tables and are familiar with style sheets.
- Excel at managing multiple projects simultaneously and adapt to changing priorities.

**PLEASE NOTE:** We have high volumes of production work and this is a production-driven position—not design. While design “sensibilities” are valued, they are not the primary quality required for success in this role.

### **ABOUT SIX DEGREES**

Located in the heart of the Scottsdale Airpark, Six Degrees was purpose-built in 1999 to apply a better approach in building more successful brands. Combining psychology-based tools and techniques with sensory branding methods, Six Degrees developed its signature approach to helping businesses create real and lasting impacts for their brands. “Psycho-Sensory Brand-Building,” our one-of-a-kind approach and philosophy, permeates the agency and inspires our people to find solutions for some of today’s fastest moving brands.

Six Degrees has a unique and creative work environment, provides excellent benefits, and growth opportunities. No relocation package is available. If you meet all of these requirements, please apply for this job by sending your resume to [HR@6dgs.com](mailto:HR@6dgs.com) with a brief explanation of why you feel you’d be a good fit for this position.