

## ToR for hiring one (1) Senior Graphic Designer under AS-CFMS

### **1. Objectives and Scope of the Assignment**

The Key tasks and responsibilities of the Senior Graphic Designer will be to Support the Finance Department/AS-CFMS in the following:-

- Design creatives, infographics and banners for social media/websites/events in English and Assamese for AS-CFMS as well as other initiatives of Finance Department, Government of Assam.
- Designing print media advertisements as and when required.
- Design newsletters and presentations.
- Intensive designing and creative support during Assam Budget.

### **2. Reporting and Review**

The Senior Graphic Designer will report to Project Director/Addl. Project Director or any other officer assigned for the purpose.

### **3. Qualification and Experience**

This position requires dynamic, experienced and extremely creative professional with demonstrated experience of handling similar activities in Societies specially driving external aided projects.

#### **3.1 Essential Qualifications and Experience:**

- Post Graduate Diploma/Diploma in Graphic Designing.
- At least 10+ years of experience in graphic designing and good knowledge of Adobe Illustrator, Adobe Photoshop, Adobe InDesign, CorelDRAW, etc.
- Must have 5+ years of experience in delivering similar nature of works in State Government/PSU/EAPs.