

JOB DESCRIPTION

SENIOR GRAPHIC DESIGNER



Job title	Senior Graphic Designer
Reporting to	Marketing Manager
Job location	Fully remote (UK) or Hybrid (Ipswich office 2 days a week)
Employment status	Permanent, Full Time

ABOUT US

The **DPO Centre** is a data protection compliance consultancy formed in the UK in 2017. We provide outsourced Data Protection Officers, privacy consultancy services and GDPR representation to over 800 organisations globally. The DPO Centre group consists of The DPO Centre Ltd in the UK, The DPO Centre Europe Ltd in Dublin, The DPO Centre B.V in The Netherlands and our most recent addition, The DPO Centre Canada Inc, together with a network of representation offices throughout the 27 EU Member States.

OUR CULTURE

Fundamental to our '#OneTeam' philosophy is our mission is "*To inspire and develop one remarkable team, that delivers the extraordinary*". Contact with the other members of our UK and international teams will be frequent, as are the opportunities for team social activities. This therefore not only fulfils our commitment to exchange knowledge, share experiences, improve our processes, and constantly improve on the best practice framework employed with our clients, but also to ensure that our new recruits quickly become integral to our motivated, sociable, and connected team.

WHY JOIN THE TEAM?

We offer the opportunity to work in a dynamic, varied, and challenging role, alongside a group of like-minded and motivated professionals, within a structured, organised and coordinated team.

As a learning organisation, we provide training, shadowing opportunities and personal development to our employees, along with bringing new talent into the sector via The DPO Centre Academy.

OUR PEOPLE

Within The DPO Centre family we have bakers, skaters, bike riders, walkers, avid readers, ultra-runners, budding photographers, keen travellers amongst others. Our team comes from all corners of the world, New Zealand, Argentina, Mauritius, Mexico, South Africa to name a few. Please see for yourself on **our team** page.

COMPENSATION

- £37,000 + Benefits

BENEFITS

- Pension scheme
- 25 days annual leave + Length of service accrual
- Wellbeing and electric vehicle schemes
- Personal development
- Additional information on our [benefits](#)

Further details on The DPO Centre and our existing team can be found at www.dpocentre.com

CANDIDATE PROFILE

First and foremost, The DPO Centre is a service business. We look only to recruit proactive, motivated, enthusiastic, customer driven, commercially aware team players, who can clearly demonstrate a passion for what they do and therefore offer an ideal fit with our core values and culture.

To support our continued growth, we require a Senior Graphic Designer to provide direct support to our marketing and the digital learning teams. The ideal candidate will have experience in creating static designs for trade show displays, advertisements, brochures and other marketing materials. You will also be able to demonstrate a portfolio of digital designs for websites, email newsletters, social media and email campaigns, as well as graphical assets for the production of explainer videos and tutorials. Your portfolio must be able to demonstrate the ability to create designs that are visually appealing, but also effective at driving engagement.

You will need to demonstrate excellent graphic design skills, and have the ability to create engaging visual material from team briefs. Communications and organisation skills will also be important in this role, as well as the ability to prioritise your workload. The successful candidate will have an appetite for learning and development.

DUTIES AND RESPONSIBILITIES

- Responsible for providing graphic design support across the business as required by different teams.
- Creating concepts, graphics, and layouts, including decisions on type faces, stock images, readability, and reader demands. Selecting size and placement of copy and illustrative elements, as well as font type and size, in line with the company brand guidelines and values.
- Production of client and internal facing material.
- Adopting graphic design projects and ensuring these are executed from conception through to delivery.

- Collaborating with the wider marketing team to develop visual concepts to be used on social media and all other digital and non-digital platforms.

PERSON SPECIFICATION

Education and experience:

- A degree in graphic design or related field or equivalent professional experience
- 5+ years working within a graphic design role within a B2B environment
- Experience, practical knowledge and a desire to learn is more valued than educational qualifications

Personal:

- An enthusiastic team player with a 'Can Do' approach and resilient attitude
- Confident, outgoing and highly organised, with drive, initiative and enthusiasm
- A willingness to learn, work hard, contribute to the team and develop new skills

Required skills:

- Detailed knowledge of Adobe Creative Suite (Photoshop, Illustrator, Premier Pro, InDesign) and experience with document design
- Experience creating layouts for the web, digital media and print, and graphical assets for videos
- Managing a brief from concept through to completion
- Appreciation of how AI is affecting graphic design and how it can be utilised to enhance current designs
- An ability to adhere to current brand guidelines, but also evolve the brand appropriately over time
- Excellent IT skills: Full Microsoft Office suite
- Able to maintain confidentiality, whilst instilling trustworthiness
- Adaptability whilst staying calm with challenging deadlines
- Highly organised, structured and disciplined, with great attention to detail
- The ability to work under pressure and juggle multiple active priorities
- Excellent written, verbal and non-verbal communication skills

Advantageous skills

- Knowledge of the GDPR and UK Data Protection Regulations
- Experience with data visualisation
- Experience working with a Digital Learning team
- Experience of using 3D and video editing software

Career Progression

- Further opportunities within the Marketing team, to manage a team as we continue to grow and senior roles within the wider business

HOW TO APPLY

Submit your interest by completing the application process via the link provided. For any queries, please contact us at recruitment@dpocentre.com

Click [here](#) to view our Recruitment Candidate Privacy Notice.