



External Publication of Job Posting

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Job Posting Title

GRAPHIC DESIGNER

Start Date

25.01.2018

End Date

26.02.2018

Reference Code

DIC 2018 /0005

Job Title

GRAPHIC DESIGNER

Organization

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

In seeking to attain this objective, the African Union Commission is inviting qualified applicants who are citizens of Member States of the African Union to apply for the position of Graphic Designer.

Department

POST:

Job title: Graphic Designer

Post level: GSA6 (Step 1)

Department: Directorate Conference Management and Publications

Supervisor: Senior Publication Officer

Overall Supervisor: Director of Conference Management and Publications

Duty Station: Addis Ababa, Ethiopia

Number of Positions: One (1)

Project

JOB PURPOSE:

Under the direct supervision of the Senior Publication Officer and overall supervision by the Director of Conference Management and Publications, the responsibilities and duties of the incumbent shall include the following:

Tasks

MAJOR DUTIES AND RESPONSIBILITIES:

- Create visual concepts, using computer softwares (Adobe Packages), to communicate ideas that inspire, inform, or captivate clients.
- Develop the overall layout and production design for advertisements, brochures, magazines, and corporate reports.
- Up to date with industry leading software and technologies (In Design, Illustrator, Photoshop)
- Take pictures or film objects using a blend of technical skills and artistic.
- Understand and interpret clients need.
- Advise clients on strategies to reach a particular audience.
- Ability to interact, communicate and manage in presenting ideas in visual format.
- In doing this, the interpreter shall:
- Help develop Logos when required;
- Create manuals and tutorial video when required.
- Perform other related duties that may be assigned by the Director, or immediate supervisor.

Requirements

1. EDUCATIONAL QUALIFICATIONS & WORK EXPERIENCE:

Candidates must have a Certificate in Adobe InDesign, Adobe Illustrator and Adobe Photoshop from a recognized school. A Certificate or Diploma in the field of management will be an added advantage. Candidate should have at least Four (4) years of continuous working experience in developing layout and production design with AU, UN and other international organizations.

2. REQUIRED SKILLS & COMPETENCIES:

- Creativity;
- Excellent interpersonal skills;
- Excellent communication skills;
- Ability to work under pressure;
- Team Spirit;
- A good knowledge of a videography editing will be an added value;
- Computer literacy.

3. LANGUAGE REQUIREMENT

Candidates must be fluent in (2) of the four AU working languages.

4. TENURE OF APPOINTMENT:

The appointment will be made on a Regular term contract for a period of three (3) years, of which the first twelve months will be considered as a probationary period. Thereafter, the contract will be for a period of two (2) years' renewable, subject to satisfactory performance and deliverables.

5. EQUAL OPPORTUNITIES:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

6. LEAST REPRESENTED COUNTRIES:

Candidates from the following least represented countries within the AU are encouraged to apply: Eritrea, Central African Republic, Cape Verde, Comoros, Congo (DRC), Djibouti, Equatorial Guinea, Liberia, Mauritania, Namibia, Sahrawi Arab Democratic Republic, Madagascar, Sao Tome and Principe, Seychelles and Somalia.

7. REMUNERATION:

Indicative basic salary of US\$ 19,485.00 (GSA6 Step 1) per annum plus other related entitlements such as Post adjustment (46% of basic salary), Housing allowance US\$ 16,813.44 (per annum), education allowance (75% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 7,800.00 per child per annum), etc. for internationally recruited staff of the Commission.

HOW TO APPLY:

Applications must be made through the AUC E-recruitment Website <http://www.aucareers.org> not later than 26 February 2018.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource Management
African Union Commission
Addis Ababa (Ethiopia)

Contract Type

Regular (Long Duration)

Employment Fraction

Full-time

Branch

Headquarters