

Position Title : **Graphic Artist**

Place of Assignment : Public Information and Media Relations Unit (PIMRU)  
Professional Regulation Commission  
P. Paredes St. Sampaloc, Manila

**Qualifications:**

- Candidate must possess at least Bachelor's/College Degree in Art/Design/Creative Multimedia or equivalent or Vocational Diploma/Short Course Certificate
- Must have graphic design capability and proficient in graphic software programs such as : Corel Draw, Adobe Illustrator, Photoshop, 3D and AutoCAD
- Proficient in MS Office and other creative software
- At least 1 Year(s) of working experience

**Job Description:**

- Prepare the graphics and lay out of photos, collaterals and other materials used for the promotion and publicity of PRC's projects and events;
- Create videos, design photos and animations;
- Design & prepare illustrations, detailed draft sketches or storyboards for posters, brochures, packaging, handouts and point-of-purchase materials.

**Salary**

- Equivalent to Salary Grade 12 (P24,495.00/month) or Senior Artist Illustrator

**Mode of Employment**

- Job Order

**Interested and qualified applicants must submit their Letter of Intent together with the following documents:**

1. Duly accomplished and notarized Personal Data Sheet (PDS) with work experience sheet and recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph)
2. Resume
3. Photocopy of Transcript of Records
4. NBI Clearance
5. Photocopy of eligibility/license
6. TIN

Qualified applicants are advised to hand in or send through courier/email their application to:

KHRISTINE S. LABAO  
Administrative Officer V (HRMO III)  
P. Paredes St., cor. N. Reyes St., Sampaloc, Manila  
prchr.recruitment@gmail.com