

## **Part time Freelance Intermediate Graphic Designer**

**Created Aug 2023**

**Department:** Creative & Development

**Employment Type:** Part time In-house 6 Months Contract (3 days/week)

**(Applicants who are not full time freelancers OR have a full time job will not be entertained, please do not apply)**

**Location:** On-site/hybrid in George Town, Penang or remote from anywhere in Malaysia

**Pay Range:** RM3.2k - 3.5k / Month depending on experience

**Project Period:** Oct 2023 - March 2024 (6 Months)

### **Description**

[Maitree](#) is seeking a creative and forward-thinking, user-centred FULL TIME FREELANCER as our in-house part time Graphic Designer mainly for two digital heritage projects (2x mobile apps and a website) and other mini projects alongside. Our Graphic Designer has a great eye for detail and can confidently deliver work in a broad range of styles - from minimal corporate graphics in our videos to original arts festival posters, film title screens and social media posts.

As a small dynamic team, we need someone who is energised, can take initiative and is a great communicator. You will work primarily within our video production team devising and implementing graphic treatment concepts for our clients but will also provide graphic design support for our in house marketing efforts on things such as creative project proposals.

This position requires ideation and specialised knowledge of graphic design techniques and layouts, especially within a video production environment. Having experience working with immersive (AR/VR/XR) projects is a plus.

### **About us**

Maitree is a digital studio with a cross cultural creative team based in Australia and Malaysia. We make compelling educational, narrative and branded content that builds empathy, understanding and connection across cultures and communities.

We work across a broad range of projects in Australia and Malaysia servicing government, corporate and non profit clients on purpose driven projects. In Penang we are progressing our initiative [Cahaya XR](#) -

committed to using immersive technology such as VR/ AR / XR to support preservation of Penang's tangible and intangible cultural heritage.

Our dynamic and diverse team works with empathy, gentleness, integrity and heart and we welcome those like-minded to join us.

### **Key Responsibilities**

- Conceptualise and deliver high-quality graphic design for a broad spectrum of work including motion graphic layouts for corporate video, immersive (VR/ AR), mobile app projects, social media, events, creative proposals
- Able to thoughtfully consider each new client's brand tone and design accordingly.
- Liaise with the video production team and an After Effects junior to execute motion graphics for video projects
- Ensure brand consistency throughout various marketing projects.
- Come up with fresh new creative design concepts for our arts and cultural projects and in house marketing (socials, website etc)
- Takes ownership, leads and manages/directs initiatives and successfully executes through all stages of creative development
- Have a thorough understanding of design, photography, typography and digital.
- Have excellent interpersonal and communication skills.
- Manage a high-volume, fluid workload to accommodate shifting priorities of the business, communicating regularly with teammates and internal stakeholders to maintain schedules.
- Sharp attention to detail.
- Creating original graphic designs/visual supports (e.g. images, sketches and tables)
- Collaborating effectively with our Producer, Unity Developer and Project Manager
- Incorporating in-house and client's feedback, usage metrics, and usability findings into design in order to enhance visual presentation
- To attend to any related matters assigned by the Creative Director and Project Manager

### **Requirements:**

- Ability to work closely with the creative team and align your working hours to weekdays 9-5pm MY time
- Fluent in English

### **Skills Knowledge And Expertise**

- Degree or Diploma in Graphic Design/Multimedia Design or equivalent.
- 3 years of active experience as Graphic Designer in multimedia or marketing/advertising/graphic agency

- Ability to come out with creative treatments and lead the art direction of project(s) along with the Maitree creative team
- Have excellent knowledge of computer image manipulation and drawing software, e.g., Adobe Photoshop, Adobe Illustrator, InDesign, etc.
- Knowledge in Adobe Premiere Pro or After Effects would be an added advantage.
- Have effective communication skills to work across different functional groups.
- Work independently with minimal supervision and be able to work in a team environment.
- Ability to work under pressure and meeting tight deadlines.
- Previous experience in an agency and client environment would be an advantage.

### **Qualities**

- Team player who helps energise others to get the job done
- Flexible, with initiative and ready to work in a small, start up environment
- You love sharing your creative ideas
- Willingness to learn and take on board feedback
- You can inspire others and bring new thinking
- Reliable approach to work in order to meet deadlines
- Ability to guide juniors by providing constructive feedback

Maitree is an Equal Opportunity Employer. All persons will receive consideration for employment without regard to gender (including gender identity, gender expression, and gender reassignment), race (including colour, nationality, ethnic, national origin), religion or belief, marital or civil partnership status, disability, age, sexual orientation, pregnancy or parental status. We strive to create an inclusive environment, empower employees, and embrace diversity. We encourage everyone to respond.

However, if you are not Malaysian, **you must be legally allowed to work in Malaysia as Maitree will not be able to provide a working visa.**

**Application closes on the 28th of Sept (Thursday)** - If you think you are the person we are looking for, please send your CV/Resume and Portfolio to [yikai@maitreehouse.com](mailto:yikai@maitreehouse.com) and [peta@maitreehouse.com](mailto:peta@maitreehouse.com) by then.