

Key Accountabilities

Position: Graphic Designer

Date: January 1, 2001

Subject Matter Experts: John & Susan

A. Culture Bearer

Rank: 1

Weight: 5%

Represent Mixed Palette through friendly demeanor and competent customer service, reproducing and advancing Mixed Palette's distinctive design-style and culture through office and online presence.

B. Quality Control Officer

Rank: 2

Weight: 15%

Represent Mixed Palette through friendly demeanor and competent customer service, reproducing and advancing Mixed Palette's distinctive design-style and culture through office and online presence.

C. Collaborative Creative Partner

Rank: 3

Weight: 65%

With intimate knowledge of Illustrator, InDesign and Photoshop, produce Logos, Brands, Designs, Web Ads, Copy and Packaging with consistent quality and attention to deadlines, while juggling multiple projects requiring retention of particular customer design preferences and thoroughness in following directions.

D. Production Artist

Rank: 4

Weight: 15%

Offering creative input verbally and visually to Erin and Anna during team brainstorming sessions, presenting new insights and perspectives with a keen eye for design, while fostering constructive open dialogue and bringing fresh outlooks and skills to the team.

TTI TriMetrix Job Survey Instructions:

- **Please click on the following link, or copy it to your browser:** <http://www.ttisurvey.com/>
- **Part 3 (Competencies):** Be sure to mark "Very Important" only if it applies to every single Key Accountability and "Not Important" only if it does not apply to any of the Key Accountabilities.
- **Part 4 (Behaviors):** Think about only the Key Accountability that requires the most amount of time per week.
- **Part 5 (Motivators):** Ask yourself if each statement rewards or reinforces the job.