



Logistics Coordinator, Sr. (Wayfinding & Environmental Graphic Design Specialist)

Position Description Summary

The Wayfinding & Environmental Graphic Design Specialist will be involved with every aspect of wayfinding, which includes information and advice on wayfinding practices and design. This position will contribute to the development of the physical environment using maps, directions, symbols and the design of effective wayfinding systems that aid the traveling public; encompass environmental factors, building design, user expectation and signage information.

Essential Job Duties

- Collaborate with the team to support pedestrian movement and user experience for all projects in planning and development
- Support the Graphics Supervisor with review of projects with wayfinding and signage components, including analysis and development of wayfinding strategies, sign location plans and message schedules; sign design concepts, schematic designs, design intent packages and signage guidelines
- Work collaboratively within a planning and design framework, take direction from team leaders and develop high quality, client-ready deliverables within tight schedules and budgets
- Assess signage and verify that standards are upheld; evaluate on quality and visual appeal, constant field verification required, punch list after installs, provide input on corrective action as needed
- Resolve and prevent violation of sign standards through close work with project managers and contractors
- Maintain current awareness of construction activities by gathering information and understanding the nuances of airports and each project
- Read, understand and interpret project schedules and Gantt charts
- Track signs and graphics design, production and installation schedules for each project
- Serve as subject matter expert pulling from hands-on past experience for wayfinding concepts and solutions

Hardware/Software Knowledge

- Proficiency with the Adobe Creative Suite and CAD
- Proficiency in Microsoft Office including Outlook, Excel, Word, Publisher and PowerPoint

Professional Experience Level/Other Qualifications

- Two to five years' experience after graduation in graphic design, architecture, environmental graphic design, specification and production
- Must have the ability to recommend sign types that are specific to a given project and have the ability to start a project from initiation to finished project
- Experience with signage material, fabrication methods, color, typography and font specifications
- Ability to read and understand blueprints, drawings and have the ability to review and comment on these documents
- Knowledge of wayfinding concepts and mapping technologies are essential skillsets.
- Knowledge of signage and wayfinding and mapping industry best practices preferred
- Demonstrated experience coordinating with sign design packages, with fabricators, experience with RFI's and signage installation
- Proficiency drawing to scale, developing and reviewing detailed evaluations, plans, sections and shop drawings as well as read design plans, maps and interpreting construction language



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- Strong visualization skills and graphic sensibilities with experience working collaboratively in a multidisciplinary project team
- Proficient in managing multiple collaborative projects with staff from a variety of disciplines with various levels of technical and non-technical backgrounds. Must manage multiple deadlines under pressure in a fast-paced environment
- Excellent written, verbal and visual communication skills
- Strong ability to translate complex ideas and information into layman terms
- Willingness to learn the nuances of this niche communications industry

Education/Training

- 4-year degree in architecture, industrial design, graphic design or similar program

Element-Specific Requirements/Notes

- May assume other duties as required/needed
- May work overtime
- May be required to work various shifts as needed

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