



## Graphics Associate – Part Time, Entry Level

Hub Pen is currently looking for a Graphics Associate. This is an entry level, part time position with working hours of 4:00 pm to 8:00 pm Monday through Friday. *Training is available.*

### Responsibilities

- Working in a Windows environment; review imprint art for accuracy and production readiness
- Process art for final output
- Graphics problem resolution
- Other graphics and/or office-related tasks, as needed

### Requirements

- Familiarity with PC desktop systems
- Knowledge of Corel Draw or other graphics software
- High attention to detail

### About Hub Pen Company

Hub Pen Company has been in business for 60 years. We continue to grow with increased sales year over year and are looking to grow our family of employees.

Please send a copy of your resume and cover letter to [employment@hubpen.com](mailto:employment@hubpen.com)

*Hub Pen Company is an Equal Opportunity Employer. We evaluate qualified applicants without regard to race, color, religious creed, national origin, sex, age, gender identity, disability, sexual orientation, military service, genetic information, and/or other status protected under law.*