



## PHOTOGRAPHER

### Professional Description:

This professional will perform skilled photography work for the GVB. Photographer will have access and the ability to use photo equipment and software with a deep understanding of all stages of the photography process and will be responsible for executing high quality photographs for GVB's image library for promotional use or for advertising. Photography assignments may be of scenic, culture, tourism attractions, activities, accommodations, and people. Must be artistic and creative.

### Qualifications/Requirements:

- Two years of photography experience to become proficient in performing a variety of photographic and film processing activities; or an equivalent combination of relevant education and/or experience.
- Required computer knowledge of digital graphics and slide presentation software packages for MAC including Adobe Photoshop, Microsoft PowerPoint, and Film Magic Pro
- Possession of a valid Guam Business License and proof of insurance

### Essential Functions:

- Coordinate and participate in photography assignments
- Perform difficult time-sensitive work, and meet deadlines
- Plan and organize follow-up activities to ensure timelines are met
- Develop film and make prints of various sizes for newspapers, ads, brochures, magazines, and for use by GVB officials
- Develop and maintain a photo archive of all negatives, digitals and any other photographic formats that is easily identifiable and retrievable on all photo assignments and projects
- Compile and maintain accurate and complete records and reports of all assignments
- Adhere and enforce to all GVB departmental policies, procedures, and guidelines
- Establish and maintain cooperative working relationships
- Performs other related duties as assigned

### Key Competencies:

- Ability to be highly organized and have good planning skills
- Good oral and written communication skills
- Willing to learn new technology
- Artistic and creative
- Gives attention to detail
- Ability to be flexible with time frames and be able to make changes with very short notice
- Ability to deal with a variety of projects simultaneously and be able to coordinate effectively with other departments
- Respect and preserve confidential information of work handled by and for GVB

### Other Duties:

This professional description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the Photographer. Duties, responsibilities, and activities may change at any time with or without notice.