ADMINISTRATIVE PROFESSIONAL POSITIONS MUST QUALIFY FOR ONE OF THE EXEMPTION CRITERIA SET FORTH IN RCW 41.06.070.

ADMINISTRATIVE PROFESSIONAL
Benchmark Job Class
Electronic Publishing Specialist/1243

Function and General Scope
Positions assigned to this class are located in the Universities News Service and are responsible for working with an electronic publishing system to develop and prepare layouts and images for a variety of print and/or electronic media, making basic page layout and typographic decisions. Responsible for providing professional and technical electronic publishing assistance to clients and staff members.

Classification Requirements (Minimum Qualifications)
Positions require a Bachelor’s degree and at least three (3) years of experience in printing technology, graphic design, multi-media, or related fields. Any combination of relevant education and experience may be substituted for the educational requirement on a year-for-year basis.