



Marketing and Design Executive | **Langley UK Ltd**

We're looking for a Marketing and Design Executive to join our Marketing department.

Salary: Attractive + Company Benefits

Location: Office Based at Langley House, Lamport Drive, Daventry, NN11 8YH

Contract Basis: Full-Time, Permanent

Our Mission

Our industry-leading people, systems, and services promote trust and peace of mind. We use our expertise to design, install, and construct sustainable solutions with environmental, social, and economic benefits.

Our Vision

Innovation for better living.

Job Purpose:

As an experienced Marketing & Design Executive, you will be a crucial part of our marketing team and support all areas of the business with a good understanding of print, digital media, design for digital marketing and engaging brand content.

Working in a fast-paced environment, your creative flair will transform a brief into developing, designing, and delivering engaging assets for use across our website, email, social and print adhering to brand guidelines.

From designing email templates to producing web banners, brochures and large format print, your role will demand accuracy and great attention to detail, bringing the Langley brands to life in all your creations.

Key Accountabilities:

- Design creative requirements for print, from brochures, case studies, and leaflets to large format and exhibitions.
- Design creative requirements for email, social, web and digital platforms.
- Proactively ideate and develop innovative ideas to bring our brand and business to life.
- Support the achievement of business goals and objectives through your designs.
- Produce designs that deliver exceptional customer experiences.
- Design layouts and assets for campaigns.
- Produce creative ideas and concepts and develop design through innovative thinking.
- Collaboration with stakeholders to discuss and fully understand the business objectives and requirements of the job, supporting the completion of a design brief.

- Proofreading to produce accurate and high-quality work.
- Working as part of the Marketing team with various levels of experience.
- Assisting colleagues in bringing concepts to reality.
- A thorough understanding of the company's brand and corporate guidelines.
- Being an ambassador for the brand by ensuring all work encompasses the guidelines.
- Support and educate stakeholders to understand the brand guidelines and their purpose.
- Demonstrating illustrative skills with the creation of icons, logos and infographics.
- Using innovation to redefine a design brief within time and cost constraints.

The above list is not exclusive or exhaustive; postholders are expected to be flexible in line with the needs of the post, department and the Company.

As a Langley employee, you will be expected to:

- Embrace, champion, and lead the industry by torch-bearing our company values: SPIRE.
 - Safety
 - Purpose
 - Innovation
 - Responsibility
 - Expertise
- Ensure that you fully understand the company and department business plan and how these impact your day-to-day responsibilities.
- Always maintain a smart and professional appearance.
- Liaise with your line manager to understand your objectives and goals.
- Liaise and communicate with internal colleagues positively and proactively.

Qualifications:

- A design or creative-focused qualification.

Experience and Knowledge:

- Experience using Adobe Creative Cloud, with main skills in InDesign, Illustrator and Photoshop.
- Demonstrable understanding of the customer journey.
- Knowledge of print processes.
- Knowledge and understanding surrounding the requirements and process for design work.
- Proactive approach to idea generation.
- An understanding of brand design and creative trends.
- Understanding of marketing principles.

Skills and Abilities:

- Ability to communicate and collaborate with all levels and functions across the business.
- Proactive approach to personal development.
- Ability to coach and share best practices with other team members and the wider business.
- Highly organised and motivated with a can-do attitude and a strong teamwork ethic.
- Experience in project management within a design capacity.
- High degree of accuracy and attention to detail when finalising designs.
- Is not afraid to instil new approaches and break down barriers to reach the best solution(s).
- Ability to prioritise workload when original targeted timelines change.
- Customer focussed, with the willingness to adapt designs and creations to fully meet customer/stakeholder needs.
- Able to take ownership of the Design function within the business working alongside the existing marketing team.

Additional Requirements:

- Able to use a PC including Microsoft Office applications and other relevant software as used by the organisation.
- Commitment to achieving high-quality outcomes.

Salary and benefits

An exciting opportunity to work for a well-established company that offers excellent career progression opportunities.

An excellent benefits package, including:

- 25 days of holiday per annum in addition to the standard statutory days (mandatory 3 days to be saved for Christmas)
- Buy and Sell Leave Policy
- Pension
- Life Assurance
- Incapacity benefit
- Private Medical Insurance
- Employee Assistance Programme
- EV Salary Sacrifice Car Scheme
- Cycle-to-work Scheme
- Free Eye Tests
- Free Parking
- Annual health check (subject to the policy)
- 2 x volunteering days per year

HOW TO APPLY

Please email recruitment@langley.co.uk with a copy of your updated CV and a cover letter.

If you have not received communication from us within four weeks of the closing date, please assume that you have not been shortlisted for this vacancy.

We encourage applications from people from diverse backgrounds and groups, as well as people with disabilities.

Closing Date: 15 April 2024