



# Job Description

<b>Title:</b>	Senior Digital Photographer/Retoucher
<b>Reports to:</b>	Studio Manager
<b>Department:</b>	Frames Art Core

Jobson Healthcare Information (JHI) is a premier healthcare information and marketing services provider, with leading positions in a variety of growing healthcare markets such as pharmacy, eye care, clinician (physicians, nurse practitioners and physician assistants) and the managed markets (managed care, hospitals and government). Through its diversified, multi-media portfolio of marketing services, information databases, publications, medical education programs, events, websites and other digital and traditional media services, JHI is uniquely positioned to inform and educate a highly targeted network of approximately one million healthcare professionals across multiple specialties.

For 39 years, Frames Data has produced definitive references for eyeglass frames, ophthalmic lenses, contact lenses, and eyecare supplies and equipment, distributing those through specialized print, electronic, and web vehicles. Eye care professionals use our products to check product specifications, set pricing, verify managed care information, and manage their inventory systems.

## General Description

The Senior Digital Photographer/Retoucher is responsible for assisting the Studio Manager in the direction and oversight of the Frames Data photography studio, especially in Manager's absence. Also responsible for meeting the imagery needs of the Company's clients, photographing products as well as retouching product images to ensure high quality, including quality control of all images created.

## Job Responsibilities

- Review and resolve daily Image Asset Entered and Errored Reports
- Retrieve and Process Quarter-angle images as needed
- Attend weekly Imaging Meeting to review image fill-rate and troubleshoot retrieval/population issues
- Retrieve and supply images for Catalogs and CPP dept when imagenames are supplied
- Primary contact for Westgroupe and Tura Editorials
- Photograph frames creating high quality product images (both table top and automated) according to established style guides
- Retouch product images according to established style guides
- Make sure all images are exposed correctly with no extreme highlights
- Ensure sample frames are moved along the process in an efficient manner

*NOTE: This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.*



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- First round of quality control for product images & QC other staff imagery
- Review & download images returned from external retouchers
- Resolve image discrepancies in database
- Troubleshoot internal retouching issues and procedures
- Maintain and archive database of CPP client delivery files
- In Studio Manager's absence, responsible for:
  - assigning daily work to studio staff
  - runsheets/joblog/contracts/studio metrics report
  - uploading finalized images to client FTP/Dropbox/WeTransfer
- Other duties as assigned

## Qualifications

- Bachelor's Degree in Photography
- Proficient in product photography, Adobe CS, Photoshop, Acrobat, ftp client software and Microsoft Excel
- Minimum of 4 years related experience, including some managerial/administrative
- DAM specialist (EnterMedia)
- Excellent organizational and time management skills, responding quickly to changing priorities
- Outstanding product photography retouching skills
- Excellent with follow through and attention to detail
- Excellent verbal and written communication skills
- Proven ability to work in a fast-paced environment.
- Must be self-directed, comfortable seeking and taking direction, and function effectively as part of a larger, multi-disciplinary team

## Travel

- No travel required

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