UNIVERSITY OF SOUTHERN CALIFORNIA

Technical Artist I

Job Code: 165671

Grade: TH
OT Eligible: Yes
Comp Approval: 9/10/2008

JOB SUMMARY:
Assists in research and creation of 3D computer graphic assets using off-the-shelf and/or proprietary software. Creates, modifies, enhances, standardizes, and maintains pipelines for art assets. Assists in describing newly developed processes. Works directly with engineers, programmers, art directors, other artists and designers, and researchers to enhance and provide suggestions on technical issues relating to art and to achieve team and project goals, including the integration and meeting of requirements for art assets. Balances technical and aesthetic requirements. Utilizes technical and creative resources to achieve consistency of art throughout project while meeting all project requirements such as budget, schedule, aesthetic, and technical matters.

JOB ACCOUNTABILITIES:

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Assists in research and creation of 3D computer graphic assets using off-the-shelf and/or proprietary software.

Assists in modeling and texturing 3D architectural environments such as buildings, settings, terrains, etc., modes of transportation, objects/props, and other art related needs.

Assists in creating and retargeting animation for characters, vehicles, and props using existing or custom rigs. Creates storyboard to show new concepts.

Constructs environment using mapping, scale, proportion and lighting.

Utilizes technical and creative resources to achieve consistency of art throughout project while meeting all project requirements such as budget, schedule, aesthetic, and technical matters.

Designs and creates new art tools with programmer assistance. Tests and/or coordinates testing for new tools and/or features. Evaluates and recommends tools for use by the art team.

Assists in analyzing, evaluating and initiating streamline processes and features needed to improve production. Assists in describing newly developed processes. May assist in implementing processes and training others on utilization of processes, as needed.

Creates, modifies, enhances, standardizes, and maintains pipelines for art assets and seeks out inefficiencies and problems. Makes recommendations and/or creates solutions to identified problems.

Assists in solving pre-production and production issues by applying technical expertise to ensure art assets meet project requirements. Identifies problems in current systems, produces test cases, determines best course of action and implements fixes.

Communicates technical issues to programming staff and facilitates communication between the art and programming.
 Creates, maintains and implements naming conventions, directory structures and asset management.

Establishes and maintains vendor relationships and attends vendor/industry sponsored events to identify and communicate industry trends, features and techniques.

Stays informed of new developments and technologies.

Performs other related duties as assigned or requested. The university reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

**EMERGENCY RESPONSE/RECOVERY:**

Essential:  

[ ] No

[ ] Yes    In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

**JOB QUALIFICATIONS:**

**Minimum Education:**

- Associate’s degree
- Specialized/technical training
- Combined experience/education as substitute for minimum education

**Minimum Experience:**

- 1 year

**Minimum Field of Expertise:**

- Experience and proficiency using off-the-shelf art 3D development tools. Strong design knowledge and experience creating art assets that meet requirements. Knowledge and a strong understanding of multi-media scripting. Understanding of programming and advanced rendering techniques. Knowledge of character/vehicle rigging and skinning.
- Demonstrated 3D modeling and texturing skills. Demonstrated content and asset management source control. Knowledge and understanding of the principles of animation.

**Preferred Education:**

- Bachelor’s degree in a related discipline

**Preferred Experience:**

- 3 years

**Skills: Administrative:**

- Communicate with others to gather information
- Diagram and Illustration creation for research papers, signage, etc. (Adobe Illustrator)
- Presentation slide creation (e.g., Keynote, PowerPoint)
- Research information
- Understand and apply policies and procedures
- Use computer packages to prepare graphics
- Use desktop publishing software
Use off-the-shelf 2D and 3D packages (e.g., Maya, Photoshop, etc.)
Use off-the-shelf graphics software (e.g., Maya, Adobe Creative Suite, etc.)
Video editing (e.g., Final Cut Pro, Adobe Premiere, video compression for web)
Web page creation (e.g., FrontPage, Dreamweaver, GoLive, HTML)

Skills: Other:
Analysis
Assessment/evaluation
Conceptualization and design
Graphic design
Interpretation of policies/analyses/trends/etc.
Knowledge of applicable laws/policies/principles/etc.
Organization
Planning
Problem identification and resolution

Skills: Machine/Equipment:
Computer network (department or school)
Computer network (university)
Computer peripheral equipment
Fax
Personal computer
Photocopier

Supervises: Level:
May oversee student and/or temporary workers.

Comments:
Evening or weekend work may be necessary to meet deadlines or solve specific problems.

SIGNATURES:

Employee: ____________________________ Date: ____________________________

Supervisor: ____________________________ Date: ____________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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