

PHOTOGRAPHER SERIES

<u>Code No.</u>	<u>Class Title</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Prob. Period</u>	<u>Effective Date</u>	<u>Last Action</u>
3036	Photographer I	02	662	6 mo.	00/00/00	Rev.
3037	Photographer II	02	662	6 mo.	00/00/00	Rev.
3038	Photographer III	02	662	6 mo.	00/00/00	Rev.

Promotional Line: 128

Series Narrative

Employees in this series take color still photographs or other types of photographs. They also perform or supervise related finishing work.

DESCRIPTIONS OF LEVELS OF WORK

Level I: Photographer I

3036

Employees at this level take routine news, events, feature, and commercial-type digital photographs, making routine prints and copies, and assist with general finishing work. They work under general supervision from a designated supervisor.

A Photographer I typically –

1. takes photographs for routine news, events, feature stories, operating standard types of still cameras and similar commercial equipment
2. post-produces and edits photography (including re-touching and color correction) into its final form to ensure quality control, and uploads to secure photo servers
3. operates copy camera to make photographic reproductions
4. maintains files of digital photo inventory and archives.
5. maintains inventory of photographic printer supplies
7. orders needed equipment and materials
8. supervises photographic personnel of lower rank as assigned
9. performs other related duties as assigned

Level II: Photographer II

3037

Employees at this level take specialized news, events, feature, and commercial-type digital photographs, using a digital camera, and perform routine assignments in color photography. They work under general supervision from a designated supervisor.

A Photographer II typically –

1. operates various kinds of professional digital and film cameras to take news, events and feature story photos
2. takes photographs of building interiors and exteriors, external views of equipment and machinery, ceremonies involving large groups of persons, sporting and other special events, and other similar subjects

3. takes photographs that normally would not involve unusual lighting conditions or speed requirements
4. post-produces and edits photography (including re-touching and color correction) into its final form to ensure quality control, and uploads to secure photo servers
5. processes contact prints and makes enlargements
6. maintains inventory and orders photographic apparatus and supplies
7. supervises photographic personnel of lower rank as assigned
8. performs other related duties as assigned

Level III: Photographer III**3038**

Employees at this level perform specialized photographic work in color and black-and-white that requires a high degree of photographic skill and knowledge of photography techniques and methods of adapting photography to technical problems; they also directly supervise and organize photographic work for photographic personnel. They work under general supervision from a designated supervisor.

A Photographer III typically –

1. takes black-and-white and color photographs of a wide variety of subjects (such as architectural, commercial, and illustrative subjects, as well as portraits)
2. performs research in photographic techniques to adapt the tools of photography to scientific or engineering problems of measurements, light density, random patterns, and motion analysis
3. interviews, selects, and trains new personnel; supervises the work of photographers, assigning and reviewing completed materials
4. establishes and/or devises procedures needed to produce quality photographic work
5. plans and executes photo stories for public relations releases and visual aid programs
6. estimates materials and personnel needed for specific jobs; determines job priorities and plans works schedules
7. is responsible for the operating condition, repair, and replacement of photographic equipment
8. performs other related duties as assigned

MINIMUM ACCEPTABLE QUALIFICATIONS REQUIRED FOR ENTRY INTO:**Level I: Photographer I****3036****CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER**

1. High school graduation or equivalent
2. Two (2) years of experience in professional photographic work

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. knowledge of photographic processes and equipment
2. ability to analyze negative and print faults

Level II: Photographer II**3037**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. High school graduation or equivalent
2. Four (4) years of experience in professional photographic work

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough technical and working knowledge of all types of photographic equipment, as well as a sense of composition and arrangement
2. knowledge of color processing procedures and techniques
3. ability to make densitometer measurements
4. ability to select color correction filters

Level III: Photographer III**3038**

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. High school graduation or equivalent
2. Five (5) years of experience in professional photographic work

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough technical knowledge of photography and photographic processes
2. thorough knowledge of the operation of photographic equipment
3. supervisory ability
4. ability to perform photographic assignments with a high degree of skill, creativity, and quality