

WE'RE INVITING APPLICATIONS FOR:

Marketing & Visual Design Executive

For Newport Water in Barbados

Position Summary

Newport Water is seeking a creative, organized and proactive Marketing & Visual Design Executive to support the Marketing Team Leader in delivering impactful marketing initiatives across the region.

This role is responsible for producing high-quality visual assets, supporting the execution of marketing campaigns, maintaining brand consistency and assisting with the day-to-day operations of the Marketing Department. The successful candidate will work closely with the Marketing Team Leader to bring campaigns and creative concepts to life while supporting both the Marketing and Sales teams.

Key Responsibilities

1. Creative Design & Content Production

- Design engaging social media graphics and digital advertising creatives.
- Create brochures, flyers, posters, banners and promotional materials.
- Design professional sales presentations, pitch decks and corporate documents.
- Develop branded templates, letterheads, forms and marketing collateral.
- Prepare artwork for both digital and print production.
- Assist with basic photo editing, image selection and visual asset preparation.

2. Marketing Support

- Support the Marketing Team Leader in executing marketing campaigns and promotional initiatives.
- Assist with content creation and campaign rollouts across digital platforms.
- Prepare creative assets for websites, email marketing and social media.
- Support the planning and branding of events, activations and corporate initiatives.
- Assist with coordinating marketing requests from internal departments.
- Contribute creative ideas that support campaign objectives and business growth.

Key Responsibilities (continued)

3. Brand Support

- Ensure all creative work aligns with Newport Water's brand guidelines and visual standards.
- Maintain consistency across all customer-facing and internal marketing materials.
- Assist in organizing, updating and maintaining the company's brand assets, templates and design resources.
- Help strengthen Newport Water's visual identity through thoughtful and professional design execution.

4. Sales Support

- Design marketing materials that support the Sales Team and business development initiatives.
- Create proposal templates, presentation decks and customer-facing sales collateral.
- Prepare graphics and promotional assets for tenders, client meetings and corporate presentations.
- Support the creation of marketing materials that assist in generating leads and driving sales opportunities.

5. Marketing Administration

- Organize and maintain the Marketing Department's digital asset library.
- Maintain an organized file-management system for all creative projects.
- Coordinate artwork with printers, suppliers and external creative partners when required.
- Assist with administrative tasks that support the smooth operation of the Marketing Department.
- Ensure creative files, templates and marketing resources remain current and accessible.

Qualifications

Required

- Diploma or degree in Graphic Design, Visual Communication, Marketing or a related field, or equivalent professional experience.
- Strong portfolio demonstrating creative design and branding capabilities.
- Proficiency in Adobe Illustrator, Adobe Photoshop, Canva and Microsoft PowerPoint.
- Strong understanding of branding, typography, layout and visual storytelling.
- Excellent organizational, communication and time-management skills.
- Ability to manage multiple projects and meet deadlines in a fast-paced environment.

Qualifications (continued)

Preferred

- Experience with Adobe InDesign, CapCut, After Effects or Figma.
- Photography, videography or basic video-editing experience.
- Experience working within a marketing or corporate environment.

What We're Looking For

We're looking for someone who is:

- Creative and passionate about design.
- Highly organized and detail-oriented.
- Proactive and willing to take initiative.
- Adaptable and eager to learn.
- A collaborative team player.
- Professional, dependable and solutions-focused.
- Able to work independently while supporting a broader team.

Why Join Newport Water?

At Newport Water, you'll have the opportunity to contribute to one of the region's trusted brands while working on exciting regional campaigns. You'll collaborate with a dynamic team, build a diverse creative portfolio and play an important role in supporting the company's continued growth across the region.

Employment Information

Location Barbados	Department Marketing
Reports To Marketing Team Leader	Employment Type Permanent
Working Hours 7:30 a.m. - 4:30 p.m.	Environment Office-based

Recruitment Process

Shortlisted candidates will complete a practical design assessment to demonstrate their creativity, technical skills, attention to detail and ability to interpret a creative brief.

A portfolio is required as part of the application process.

Ready to bring ideas to life?
[Join our team.](#)

How to Apply

Please submit your CV, portfolio and a 30-60 second video introducing yourself and sharing why you would be a great fit for the role. Send your application to careers@newport-water.com with the subject line "MARKETING & VISUAL DESIGN EXECUTIVE".

Only shortlisted candidates will be contacted.