JOB POSTING
OFFICE OF HUMAN RESOURCES
March 11, 2014

POSITION: Web Developer

DEPARTMENT: Information Technology

DIVISION: Finance and Administrative Services

HOURS: Full-Time Position, 35 hours per week, Monday through Friday, 8:30-4:30

GENERAL DESCRIPTION:

Reporting to the Associate VP of IT, the Web Developer is responsible for the design, maintenance, and development of the college’s Web sites and Web applications along with the technologies that support them.

SPECIFIC RESPONSIBILITIES:

1. Function as the primary person for maintaining the college’s Internet and Intranet websites.
2. Implementation and oversight of content management system.
3. Ensure website security through a strong understanding of Internet security principles and secure coding practices.
4. Ensure website stability and efficiency regarding load time, usability and cross-browser compatibility issues.
5. Work directly with various departments to coordinate the advancement of the college’s website, enhancing current sections, or creating new sections when necessary.
6. Work directly with the Systems Administrator to develop database driven web pages.
7. Provide monthly usage reports on the college’s Internet and Intranet websites for review.
8. Remain up to date on current and new technologies that would enhance the college’s Internet presence.
9. Develop and maintain documentation on Internet systems projects.
10. Perform other duties as assigned by the Associate VP of IT.

QUALIFICATIONS: Associates Degree in Computer Science or a computer-related field desired. 3-5 years of experience in developing website technologies necessary. Knowledge of HTML5, XHTML, HTML, ASP, ASP.NET, XML, Java Scripting, Cascading Style Sheets, content management, SQL Server, Microsoft IIS Server, Flash Animation, XML, jQuery, and search engine optimization is necessary. Experience working with graphics for the web, including software such as Photoshop is required. Experience in developing rich media web applications using Dreamweaver and
Visual Studio framework is a plus. Excellent interpersonal and organizational skills required. Understanding of social media best practices desired.

If you are interested in applying for this position; please submit a cover letter, resume, and contact information for three professional references to: the Office of Human Resources, 2360 State Route 89, Seneca Falls, NY 13148, or e-mail your response to: owatson@nycc.edu.