

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

JOB TITLE: Web Developer/Programmer II

DATE PREPARED: Fall 2008

DATE REVISED: Spring 2009; Fall 2012; Spring 2015; Spring 2017

GENERAL SUMMARY:

Responsible for providing advanced and complex analysis, design, coding, development, testing, debugging, deployment, documentation and implementation of web- based applications to support the management of the location's website operation and presence. Responsible for the technical operation and the programming/testing of applications for a large, complex web site. Works with project teams in the creation and/or maintenance of web pages to collectively enable website accessibility, ease of use and functionality. Acts as a technical resource person. Designs, implements, and tests web applications as well as test data-driven pages requiring a high degree of analysis derived from an advanced knowledge in web development and programming.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Responsible for the creation and/or maintenance of web pages.
- Determines project scope and specifications; responsible for taking user requirements and specifications and determining layout, navigation, visual style, and flow.
- Responsible for creating utility scripts in order to automate tasks on web site.
- Serves as a technical resource, document work processes, ensures quality assurance and standardization.
- Creates, builds, and maintains templates and navigation structures for web developers to use.
- Coordinates to provide web interface to various databases; creates, builds, and maintains various databases that supports various web site data submissions capability.
- Responsible for but not limited to, developing and maintaining underlying the district's Content Management System architecture and site taxonomy, integrating legacy Web system and developing and maintaining new enterprise Web Applications.
- Write documentation in defined standards; design data and software diagrams before coding.
- Researches, tests, evaluate, and work with hardware and software for web development purposes.
- Perform systems administration and routine maintenance on website servers, including software.
- Work collaboratively in multi team, consensus environment with customer/end user focus.
- Tracks status of work orders during development.

Web Developer/Programmer II

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PRINCIPAL DUTIES AND RESPONSIBILITIES: - continued

- Troubleshoots across multiple browsers and platforms.
- Performs other duties as assigned.

REPORTING RELATIONSHIP:

Varies to meet organizational needs.

PHYSICAL EFFORT REQUIRED:

May be required to lift and move materials and equipment weighing up to 50 pounds.

MINIMUM EDUCATIONAL/SKILL REQUIREMENTS:

Bachelor's degree or higher plus four years of advanced and complex web design, development, and programming experience **or** Associate's degree plus six years of advanced and complex web design, development, and programming experience. Experience with database driven Web site design and construction. Advanced knowledge in Cascading Style Sheets, HTML, XHTML, CSS, and/or JavaScript, web applications such as ASP, PHP, XSL, ColdFusion, SQL, web programming applications such as C, C++, C#, Visual Basic, Java, Python, VBA, OOD&P,

.NET. Knowledge of web design applications such as Photoshop, Illustrator, Dreamweaver, Flash, and/or InDesign. Full knowledge of software life cycles. Excellent database experience and knowledge. Intermediate editing and writing skills basic knowledge of user-centered design and usability. Knowledge of Americans with Disabilities Act (ADA) and World Wide Web Consortium (W3C) Standards Compliance. Excellent presentation skills. Must be creative and possess excellent design and conceptual skills. Ability to multitask and adapt to changing priorities and new technologies. Ability to communicate effectively with individuals from diverse backgrounds. Strong knowledge and experience providing effective customer service. Official transcripts will be required. *** Will be subject to a criminal background check. Some positions may be subject to a fingerprint check. ***

09/01/08-rje:cep
revised: 04/2009 – adhoc –msv
revised: 09/2012 - emm
revised: 04/2015 – emm
revised: 1/2017 - emm
ADA/tmm 06.13.19