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	Job Code:	J1467
	Original Date:	05/2013
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	Staff Type:	Classified
	FLSA status:	Non-exempt
	Salary Range:	34

San Diego Community College District
CLASSIFICATION DESCRIPTION

Title: **Web Designer / Programmer**

Unit: **Office Technical**

DEFINITION

Under the direction of the Manager of Applications Development, this position's primary duties are needs analysis, design, creation, modification and testing of the District's web presence; supports Microsoft Internet Information Server (IIS) server configurations using virtualized directories, vanity URLs and ASP programming for the District's content management system; writes web (database) applications and performs on-call support for all IT developed and supported web applications using HTML, ColdFusion, Java, Ajax, CSS and ASP including security access to web applications, diagnose and resolve web application issues, SQL database issues, ODBC connection issues, as well as TCP/IP and network debugging. This position takes a leadership role in all aspects of web content, application functionality, data structures, programming concepts and graphics and applies usability and analytical skills to assess web effectiveness, timeliness and accessibility. Work involves high-level problem solving, performing independently and requires the ability to adapt and respond to a constantly changing technical environment, programming tools, new media, policies and process.

EXAMPLE OF DUTIES

1. Serve as the primary client contact for SDCCD web sites and web based services.

2. Work involves using appropriate tools for web design, authoring and programming. Mentor and train appropriate campus and department web staff on web based services, technologies and programming techniques that are standards based, highly functional, and well integrated.

3. Develop, modify and maintain assigned web programs; debug and correct programming logic and syntax errors; complete documentation; coordinate load and functionality testing with end users.

4. Review user requirements and needs for program development, consult with manager on application analysis, design, data structures, security, implementation, installation and training related to new software functionality.

5. Develop website design and navigation standards, templates and style sheets for visual and interface design that ensures usability, accessibility, and coding efficiency consistent with current standards, regulations, laws, and trends. Employ usability testing to ensure that web services meet the needs of target audiences.

6. Perform on call support for all IT supported web servers and web applications including database servers.

7. Design, propose, and deliver web site structure, creative concept, and visual display for district web sites.

8. Monitor web based services for reliability, accuracy and quality; analyze site and module hit statistics; recommend changes or enhancements to optimize site and application utilization.

9. Coordinate work with other district web development efforts to ensure proper integration.

10. Diagnose web server problems and coordinate troubleshooting activities with the network staff to make sure problems are identified and remedied in a timely manner.

11. Evaluate and demonstrate new web technology as it becomes available for the purpose of determining how these fit into the SDCCD web environment.

12.   Perform related duties as assigned.

DESIRABLE QUALIFICATIONS

Knowledge:
        Common web development tools and programming.
        Current web design standards, regulations, laws and trends.
        Programming database-driven and dynamic web pages and web application coding.
        Web design, graphic design and information architecture.

Skills and Abilities:
        Apply usability and analytical skills to assess web effectiveness, timelines and accessibility.
        Assess organizational needs, recommend and execute appropriate web solutions, manage and
            coordinate complex projects.
        Build and maintain effective customer relationships.
        Communicate technical concepts and ideas in individual and group situations.
        Devise creative and innovative solutions to complex problems.
        Set and meet timelines and budget and design objectives.

Training and Experience:
        Three plus years of experience in designing and building web-based architectures. Solid
        understanding of the web development process, including requirements gathering, technical
        specifications, design, development tools and technologies, QA and deployment management. Good
        analytical and problem solving skills.

        Demonstrated skills with HTML (hand-coded and using web design tools, i.e. Dreamweaver) and
        proficiency with web programming tools VBScript, Javascript, CSS, SSI, Perl, ASP or PHP preferred.
        Working knowledge of commercial Internet/web tools, protocols and programming languages.
        Strong work ethic and ability to work well in a strong team environment. Strong communication
        skills at all levels of an organization.

WORKING CONDITIONS
Physical Requirements:
        Learned physical skill is required for keyboarding and use of peripheral equipment. Moderate lifting.

Environment:
        Work environment includes typical computer related noise levels and paper and equipment generated
        dust. Exposure to video display terminals occurs on a regular basis. Works in dynamic production
        environment with other specialists.

05/2013