



Job Announcement

JOB TITLE: Web Developer

DEPARTMENT: Operations

REPORTS TO: Director of Technology

EFFECTIVE DATE: December 8, 2020

SUMMARY:

The Web Developer designs, develops and maintains our internal and external websites and integrated software applications.

DUTIES AND RESPONSIBILITIES:

- Collaborate with the technology team to design and develop the front end-user experience of all NSBE domains
- Upgrade, troubleshoot, and maintain Salesforce-based AMS solution
- Identify and plan new website features
- Assist in managing and integrating APIs
- Post, develop, and troubleshoot ads across web properties and social media sites
- Assist in managing data integrity and security policies
- Maintain a high level of understanding of new web applications and technologies
- Assist in planning, budgeting, and scoping more efficient web solutions for operations
- Develop workflows and procedures for web development best practices
- Work to deliver products and services on time and on budget
- Collaborate with the Content Developer to provide a stable and consistent user experience across all platforms
- Assist in managing the vendors that are dedicated to upgrading, troubleshooting and maintaining the CMS solution

QUALIFICATIONS:

- Bachelor's degree or equivalent experience in related fields including Technology, Software, etc.
- 4+ years of experience in a related field
- 3+ years of Front-End Development experience
- Proactive self-starter
- Delivers accurate work and takes a streamlined approach
- Extensive knowledge of web platforms, theming, and transition from design to web
- Adequate knowledge of testing websites across multiple browsers for a uniform user experience
- A diverse coding portfolio that showcases live sites, back-end portals, and custom CMS adaptations
- Adequate knowledge of web and/or digital design, user experience, platform development, and software applications, including Salesforce, Kentico CMS, MVC framework, API integration and development, jQuery, JavaScript, etc.
- Complete understanding of cross-browser capability, mobile-first readiness, and security principles

COMPETENCIES:

- **Diversity** - Demonstrates knowledge of EEO policy; Shows respect and sensitivity for cultural differences; Educates others on the value of diversity; Promotes a harassment-free environment; Builds a diverse workforce.
- **Ethics** - Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.
- **Adaptability** - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
- **Business Acumen** - Understands business implications of decisions; Displays orientation to profitability; Demonstrates knowledge of market and competition; Aligns work with strategic goals.
- **Cost Consciousness** - Works within approved budget; Develops and implements cost saving measures; Contributes to profits and revenue; Conserves organizational resources.
- **Customer Service** - Manages difficult or emotional customer situations; Responds promptly to customer needs; Solicits customer feedback to improve service; Responds to requests for service and assistance; Meets commitments.
- **Teamwork** - Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- **Technical Skills** - Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to walk. The employee must regularly lift and/or move up to 10 pounds.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.