EMPLOYEE NAME: _____

Created: 5/18;11/20

JOB DESCRIPTION

POSITION TITLE: Software Engineer II, District Webmaster	**JOB CODE:** 446C
DIVISION: Technology Services	**SALARY SCHEDULE:** Technology Services
DEPARTMENT: Information Systems	**WORKDAYS:** 238
REPORTS TO: Director, Information Systems	**PAY GRADE:** Rank C (NT03)
FLSA: Exempt	**PAY FREQUENCY:** Monthly

PRIMARY FUNCTION: Develops, implements and maintains visually appealing, user-friendly, accessible websites and web/mobile applications to promote and deliver the District's communications and marketing plan(s) to a variety of stakeholders. Develops enterprise level application and custom integration solutions including major enhancements and interfaces, functions and features. Researches and maintains knowledge in emerging technologies and possible application to the business. Viewed both internally and externally as a technical expert and critical technical resource across multiple disciplines.

REQUIREMENTS:

1.	Educational Level: Bachelor's Degree in computer science, Information Systems, or other related field, or equivalent work experience; a combination of experience and education may be used to meet the Bachelor Degree requirement.
2.	Certification/License Required: None
3.	Experience: Minimum of 5 years of experience in multiple IT areas including 2-3 years of relevant application architecture experience; requires advanced to expert level knowledge and understanding of architecture, applications systems design, database design, and integration
4.	Physical Activities: Routine physical activities that are required to fulfill job responsibilities
5.	Knowledge, Skills, & Abilities: ASP.NET, Xamarin, SQL Server, HTML5, JavaScript, C#, CSS, XML, strong graphic design skills, responsive web design, proficiency in all Windows operating systems, excellent written and oral communication, background in communications technologies.

The Board of Education and the Superintendent may accept alternatives to some of the above requirements.

ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Works collaboratively with Department staff, other Departments/Divisions as assigned, schools and community partners to identify, develop and incorporate delivery of information through the District website(s), web application(s) and mobile device application(s).
3.	Ensures that all website and web/mobile application(s) content is current and accurate; maintains integrity of all links.
4.	Designs, implements, and maintains SQL database(s) for the purpose of managing website content.
5.	Executes development and integration test plans, taking corrective action as needed.
6.	Provides the highest level of customer service while delivering communications to both internal and external stakeholders.
7.	Conducts testing of design elements and website functionality to optimize the user experience and improve user engagement.
8.	Collaborates with the Marketing Manager to develop products that promote the District's strategic communications, marketing, and brand identity.
9.	Performs other duties as assigned by the appropriate supervisor/administrator.

Signature of Employee_____ Date _____

Signature of Supervisor _____ Date _____