UNIVERSITY OF SOUTHERN CALIFORNIA
Web Developer I
Job Code: 165655

Grade: TI
OT Eligible: Yes
Comp Approval: 9/12/2008

JOB SUMMARY:
Assists with the design, development and implementation of front-end and back-end applications for Web sites.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

Performs limited object oriented analysis under direct supervision of more experienced Web programming staff.

Reports to duty

Builds flexible, cross-browser compatible, scalable Web applications.

Builds flexible, cross-browser compatible, scalable Web applications.

Assists with modifications to existing Internet applications or distributed network applications that run over HTTP protocol from a Web server to a Web browser.

Assists with development of installation programs for Web sites.

Works with existing development team to add on, improve and debug existing Web platform software.

Works with existing team to handle simple Web site technical support issues

Assists in the creation of written, video and/or audio content for Web site as needed.

Assists in the creation of graphics, logos, or identity for Web site as needed.

Assists in maintaining program libraries, users’ manuals, and/or technical documentations.

Follows protocols and procedures to ensure application security.

Stays informed of new developments and technologies.

Performs other related duties as assigned or requested. The university reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: No

Yes In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.
JOB QUALIFICATIONS:

Minimum Education:
- Bachelor's degree
- Combined work experience and education as equivalent

Minimum Experience:
- 0 - 6 months

Minimum Field of Expertise:
- General knowledge of object oriented design; Web servers; Web applications and programming languages; Web content management systems, search engine optimization, and usability engineering. Must be able to develop simple Web sites.

Preferred Education:
- Bachelor's degree

Preferred Experience:
- 6 months

Skills: Administrative:
- Communicate with others to gather information
- Customer service
- Gather data
- Research information
- Understand and apply policies and procedures
- Write in computer code

Skills: Other:
- Analysis
- Assessment/evaluation
- Conceptualization and design
- Organization
- Problem identification and resolution

Skilled in:
- Graphical operating systems
- Internet standards and protocols
- Mathematics
- On-line services and secure transactions
- Usability engineering
- Web content management systems
- Web scripting and programming languages

Skills: Machine/Equipment:
- Computer network (department or school)
- Computer network (university)
- Computer peripheral equipment
- Fax
- Personal computer
- Photocopier

Supervises: Level: 
May oversee student and/or temporary workers.

Comments:

Evening or weekend work may be necessary to meet deadlines or solve specific problems.

SIGNATURES:

Employee: _____________________________________  Date:_____________________________

Supervisor: ____________________________________  Date:_____________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

The University of Southern California is an Equal Opportunity Employer