UNIVERSITY OF SOUTHERN CALIFORNIA

Web Developer III

Job Code: 165663

Grade: TK
OT Eligible: No
Comp Approval: 9/12/2008

JOB SUMMARY:

Leads the design, development and implementation of front-end and back-end software for Web sites.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

___ _____ Leads the development effort and provides architectural guidance for future migration of existing product features to the Web-based platform.

___ _____ Establishes project plans and schedules, identifies staffing and resource requirements. Monitors progress providing status reports as needed. Reviews work of team.

___ _____ Designs and implements complex Web-based systems with minimal direction.

___ _____ Performs object oriented analysis.

___ _____ Establishes and communicates Web-based best practices and design patterns for use within assigned area.

___ _____ Discusses new features with designers and other university teams, giving input on what is technically feasible.

___ _____ Leads the resolution of Web site technical support issues.

___ _____ Resolves bugs found in different areas of code.

___ _____ Creates written, video and/or audio content for Web site, as needed.

___ _____ Creates graphics, logos, or identifies Web site, as needed.

___ _____ Maintains program libraries, users’ manuals, and/or technical documentations, as needed.

___ _____ Identifies and implements protocols and procedures to ensure Web site security.

___ _____ Provides leadership, guidance and direction to junior level staff.

___ _____ Stays informed of new developments and technologies by reading journals and other pertinent publications, maintaining contact with vendors, and participating in professional organizations, meetings and seminars.

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
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:**
- 4 years

**Minimum Field of Expertise:**
- Understanding and strong technical knowledge of and experience with object oriented design; Web servers; Web applications and programming languages; Web content management systems, search engine optimization, and usability engineering.

**Preferred Education:**
- Bachelor's degree

**Preferred Experience:**
- 5 years

**Preferred Field of Expertise:**
- Front-end and back-end Web site design.

**Skills: Other:**
- Analysis
- Assessment/evaluation
- Communication -- written and oral skills
- Conceptualization and design
- Customer service
- Knowledge of applicable laws/policies/principles/etc.
- Lead/guidance skills
- Networking
- Organization
- Planning
- Problem identification and resolution
- Research

**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:**
Supervises: Level:
Leads employees performing similar work on a project basis.

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.

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