

# San Diego Community College District

## CLASSIFICATION DESCRIPTION

**Title:** Web Designer / Programmer

**Unit:** Office Technical

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**Job Code:** J1467  
**Original Date:** 05/2013  
**Last Revision:** 04/2018  
**Staff Type:** Classified  
**FLSA status:** Non-exempt  
**Salary Range:** 34

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### **DEFINITION**

Under the direction of the Manager, Applications Development, or assigned supervisor or manager, this position's primary duties are needs analysis, design, creation, modification, and testing of the District's web presence. The position 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 Information Technology developed and supported web applications using HTML, ColdFusion, Java, Ajax, CSS, and ASP, including security access to web applications; and diagnoses and resolves web application issues, SQL database issues, ODBC connection issues, as well as TCP/IP and network debugging. This position provides leadership in 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 and performing independently and requires the ability to adapt and respond to constantly changing technical environments, programming tools, media, policies, and processes.

### **EXAMPLE OF DUTIES**

1. Serve as the primary client contact for SDCCD web sites and web-based services.
2. Use 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 standards, templates, and style sheets for visual and interface design to ensure 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.
7. Work with other district entities to 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. Diagnose server problems and coordinate troubleshooting activities with network and data center staff.
10. Evaluate and demonstrate new web technologies as they become available and assess how these fit into the SDCCD web environment.
11. Perform related duties as assigned.

**DESIRABLE QUALIFICATIONS****Knowledge:**

Commercial Internet/web tools, protocols, and programming languages.  
Current web design standards, regulations, laws, and trends.  
Oral and written communication skills.  
Programming database-driven and dynamic web pages and web application coding.  
Web design, graphic design, and information architecture.  
Web development processes, including requirements gathering, technical specifications, design, development tools and technologies, QA, and deployment management.

**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 effectively both orally and in writing.  
Communicate technical concepts and ideas in individual and group situations.  
Demonstrate skill with HTML (hand-coded and using web design tools such as Dreamweaver) and proficiency with web programming tools, such as VBScript, Javascript, CSS, SSI, Perl, ASP or PHP.  
Devise creative and innovative solutions to complex problems.  
Establish and maintain effective working relationships with others.  
Set and meet timelines and budget and design objectives.  
Work well in a strong team environment.

**Training and Experience:**

Any combination of training and experience equivalent to: Three years of experience in designing and building web-based architectures.

**WORKING CONDITIONS****Physical Requirements:**

Category III: 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.