



# LOMPOC UNIFIED SCHOOL DISTRICT

## WEB DEVELOPER

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### **JOB SUMMARY:**

Under the direction of the Director-Information Technology, develop, implement, document, modify and maintain assigned Internet and Intranet applications; troubleshoot problems and manage related internal systems and applications projects; code, test and script programs and databases utilizing web-based interactive technologies; provide a full range of complex programming functions and analytical tasks for web-based applications and projects; provide technical support to Information Technology personnel and other District personnel.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Serve as primary technical resource for web application design and development to contribute to the District's web related applications, provide server installation and upgrades, including Windows Server, VMware ESXI, vSphere, Cloud Based and Appliance based web applications. Oversees websites and homepages, including format, content, and maintenance; maintains current and accurate information.
- Design and draw new logos for the Lompoc Unified School District website; convert pictures and graphics; draw basic logos; resize and maintain pictures; create and maintain computer databases for applications; Manage user and group access to web servers, assist with backup, recovery, and security processes; maintain internet, intranet and data security and operations for Physical, Web and Cloud based systems.
- Assess client needs and develop working prototypes for the purpose of enhancing overall efficiency of operations; prepare and update system and user documentation; provide written reference and convey information; train selected personnel and ensure ability to use new and existing operating systems and web application software.
- Provide website maintenance; troubleshoot server hardware and software problems; provide technical advice and training and resolve technical issues; provide helpdesk maintenance, provide solutions for web based and cloud-based applications.
- Write scripts to maintain web or student data, using PowerShell, GAM, Python, Bash, PHP, JavaScript, and TSQL. Maintain Web Standards such as ADA Compliance, CSS, HTML5, W3C. Have a fundamental understanding of HTML and XML. Understand how to convert non-ADA compliant documents such as PDF and Word Documents to be ADA compliant.
- Provide and maintain Web Applications such as Student Information Systems, Help Desk, DNS, and Google Cloud Services. Provide links to district websites and Maintain SSL Certificates. Assist and build MDM solutions such as AirWatch, Intune or any other MDM Solutions.
- Test web application software and ensure that product matches defined requirements and expected functionality; provide internal web services utilizing WSUS, Student Information Systems, and Helpdesk; Provide desktop imaging utilizing Microsoft SCCM, WDS, MDT, WSUS, Device Drivers.
- Support DNS services and internal AD DNS services; maintain web services.
- Maintain copiers mail services for Printing including set-up of SMTP Configuration; develop web application program code, user interfaces, application, and user documentation; install new software; upgrade and enhance departmental capabilities.

- Confer with engineers on network security and configuration; develop, design, analyze, implement, and maintain complex web-based application programs using desktop, web-based programming language and tools.
- Design and code programs; debug problem programs and implement new applications; ensure programs are tested.
- Implement business antivirus programs; manage new deployments.
- Provide network solutions to LUSD.org domain; support domain registration and certificates issued within the domain; manage user and group read and write access to web servers, backup, recovery, and security processes; maintain internet data security.

**OTHER DUTIES:**

- Perform related duties as assigned.

**REQUIRED QUALIFICATIONS:**

Education and Experience:

Any combination equivalent to: Associate of Arts' degree with a major in computer science or a related field and four years of increasingly responsible experience in Information Technology.

Licenses and other Requirements

- Certifications applicable to the position of Web Developer are recommended but not required

Knowledge of:

- Principles and techniques of business process analysis and design.
- Principles, practices, and techniques of creating web applications, designing web pages and data base structures.
- Elements of system and procedure analysis.
- Principles of program design, coding, testing and implementation.
- Principles of operations of computer technology and networking.
- Programming and macro languages used in web-based applications, database management systems and document management systems.
- Principles of training and supporting technology users.
- Interpersonal relationship techniques.
- Principles of providing work direction and guidance to others.
- Methods and procedures of operating server and desktop computers and peripheral equipment.

Ability to:

- Perform difficult and complex programming duties in the analysis of systems requirements and preparation of web applications, graphics and database structures.
- Provide technical guidance to assigned personnel.
- Create common application features in web-based applications, such as pop-up menus, forms, animation, and rotating graphics.
- Analyze complex user problems, evaluate alternative and devise efficient cost-effective and user-friendly solutions.
- Learn new programming or macro languages quickly.
- Manipulate digital photographs for the web using advanced application software.
- Understand multiple database structures, Report Writer techniques and forms design.
- Meet schedules and timelines.

Web Developer

- Work independently with little direction.
- Plan, organize, coordinate and participate in systems and programming studies and analyses.
- Research, compile, organize and analyze statistical and technical data.
- Analyze, review and audit operation procedures and develop recommendations.
- Conceptualize and develop computer processing solutions.
- Provide technical guidance and recommendations concerning existing applications and systems.
- Perform analysis and modification of existing web applications to meet changing needs and to provide for system enhancements.
- Demonstrate proficiency in designated computer programming languages.
- Communicate effectively both orally and in writing.
- Maintain current knowledge of technological advances in the field.

**WORKING CONDITIONS:**

Work Environment:

- Indoor/Office environment.
- Constant interruptions.

Physical Demands: 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.

- Dexterity of hands and fingers to operate a computer keyboard.
- Hearing and speaking to exchange information.
- Sitting for extended periods of time.
- Bending at the waist, kneeling or crouching to reach computer equipment.
- Seeing to view a computer monitor.
- Lifting, carrying, pushing or pulling moderately heavy objects.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

**FLSA Status:** Non-Exempt

**Board Approval Date:** February 14, 2023

**Personnel Commission First Reading:** October 20, 2022

**Personnel Commission Approval Date:** November 17, 2022

**Salary Range:** 57