

County of Frederick, Virginia			
Position Details			
Position Title: Programmer Coordinator		Date Position Created:	
Department: Information Technology		Reports To: IT Director	
<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt	Date Prepared: 6/29/2015	Prepared By: IT Director	
Range: 10			
G/L Line Item: 4-010-012220-1001-000-057			
Job Description			
<p>Job Purpose: This position works collaboratively with representatives of all areas and departments of Frederick County to ensure website design is relevant on an ongoing basis. This position will have responsibility working with database structure and integration to collect, display and distribute available county information to both web and internal forms users. The position also works with the Public Information Officer and Director of Information Technology to implement page layout and branding that promote Frederick County's internal /external professional image.</p>			
Essential Functions			
<p>Creates, designs and prepares layouts for a variety of web-based projects including website, e-commerce site and multimedia;</p> <ul style="list-style-type: none"> • Develops and maintains intuitive, user-friendly and technically efficient web pages; • Updates site content and structure in coordination with Marketing and other key departments; • Enhances user interface; • Troubleshoots website operation, tracks site usage statistics and monitors performance; • Produces applications, forms and related web pages in support of the County's advertising initiatives, web-based interactive communications, and other areas as assigned; • Learns new tools and methods in an effort to adapt and respond to ever-changing project needs; • Designs and prepares elements/graphic images for the web; • Locates and debugs website issues; and • Produces and uploads broadcast media to the county's media outlets. • Other related duties as assigned. 			
Job Requirements			
<p>Education: Bachelor's degree in Computer Science, Information Technology, Media, or related field</p>			
<p>Strong proficiency in C#, ASP.NET, HTML, JavaScript, CSS, SQL, WordPress or related technologies</p> <ul style="list-style-type: none"> • Experience with C++, PHP, Python, and Tcl • Prior Experience: 3 – 5 years' experience of hands-on coding and development of web applications • Environment and application experience including Microsoft is a strong benefit • Experience with Web Services and/or messaging systems are a very strong benefit (i.e. Texting programming) • Excellent research, problem solving skills, interpersonal and communications skills are essential • Strong prioritization and organizational skills • Ability to work independently towards general results • Must demonstrate working proficiency of the English language • Can effectively communicate with employees/other business contacts (contractors, customers, vendors, etc.) • Experience leveraging documented APIs • Demonstrated competency in verbal and written communications and interpersonal understanding. • Demonstrated ability to seek out and understand customers' issues business needs • Demonstrated ability to handle deadlines and pressures • Conceptual thinking and reasoning abilities • Demonstrated competency in logical and analytical thinking • Demonstrated decision making ability 			

- Demonstrated competency in identifying and solving problems
- Demonstrated ability in the utilization of multiple tools to solve problems
- Experience in the adaptation to and the application of rapidly changing technology to business needs
- Demonstrated ability to perform as technical expert in field
- Ability to work independently.
- Achievement orientation, Self-starter, Self-control, Concern for quality

Knowledge/Skills:

Solid understanding of C#, ASP.NET, PL/SQL (procedures, functions, etc.), SQL, XML or related technologies

Experience with iOS/ mobile application design

Experience with Final Cut Pro

Experience with source control such as Git or Subversion, SVN

Experience with AS/400 (DB2) database integration

Ability to write strong, well-tested, well-documented code

Ability to oversee development of projects from requirements & scope to release

Certification examples - HTML, .NET, Java, CSS Scripting and SQL database administration (one or many)

Acceptable documents to establish identity and employment authorization and the ability to pass a background check.

Working Conditions

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.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; and talk or hear. The employee frequently is required to reach with hands and arms. The employee is occasionally required to stand; walk; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 40 pounds unassisted. Specific vision abilities required by this job include close vision for extended periods of viewing a computer screen or screens, distance vision, color vision, depth perception, and ability to adjust focus.

Supervisory Responsibilities

Number of Employees Supervised: 0

Number of Subordinate Supervisors Reporting to Job: 0