



## WEB APPLICATION SPECIALIST

Class Code	OT Status	EEO Category	Represented Status	Salary Grade	Effective Date	Status	Pages
	Non-Exempt	Technical/Paraprofessional	PEU Local 1	70	07/01/2017	Classified	1 of 3

### DEFINITION

To use high level software development and programming skills to design, develop, improve, document, and maintain web applications and databases to meet the changing needs of the college user community; and to provide data analysis, network application support, and cross-application support.

### SUPERVISION RECEIVED AND EXERCISED

- Receives supervision from a departmental supervisor or manager.
- May receive technical or functional supervision from higher-level departmental personnel.
- May provide training and direction to student assistants or other assigned staff.

### EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Builds and maintains complex web applications.
- Designs and develops custom applications and databases according to requirements using current development tools.
- Configures and manages database applications, tables and stored procedures.
- Provides data analysis, network application support, database administration and cross-application support.
- Queries and exports data from District information system and develops streamlined procedures/scripts for handling routine updates.
- Creates Structured Query Language (SQL) databases; writes and revises SQL scripts to automate SQL database tasks.
- Analyzes specific college processes, and determines community needs and requirements.
- Formulates models to streamline or automate analysis using software solutions.
- Develops secure applications that authenticate against accounts in various forms of directory services.
- Manages and monitors websites (user permissions, performance logs, web usage activity, etc.) and configures web services.
- Designs and develops web-enabled applications that securely interact with a back-end SQL database.
- Keeps applications and data updated and secure by monitoring and installing most recent patches and updates.
- Installs and maintains web server software and patches.
- Serves as a technical resource and provides user support and training.
- Documents design, coding and version testing using industry standards.
- Writes and maintains instructional and systems documentation.
- Ensures software quality assurance through testing and validation.

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- Meets, confers, and interacts with the user community and technical staff to gather requirements and regularly evaluate application effectiveness.
- Performs related duties as assigned.

### MINIMUM QUALIFICATIONS

Knowledge of:

- Current web standards and technology, including HTML, CSS, software development tools, programming/scripting languages, program logic, Web Server software, and .NET framework.
- Industry standard developer tools for building network applications (TCP/IP).
- Relational database systems/design and Structured Query Language.
- Software design, development, life-cycle and quality assurance principles.
- Systems analysis and design.
- Web server applications and operating systems.
- Standard business English, grammar and spelling.
- Project management principles and practices.
- Best practices of programming, data/web management and database design.

Skill/Ability to:

- Develop the architecture for complex, network-based applications and databases.
- Assimilate and organize electronic data in a logical, consistent manner.
- Communicate in a clear, concise manner to a variety of audiences in a variety of venues.
- Work in a team environment and handle problems in a tactful, purposeful manner.
- Follow procedures as well as create and implement new ones.
- Apply multiple, flexible, creative, effective strategies to solving complex problems.
- Plan and attend to details and meet deadlines.
- Stay current with emerging trends and technologies.
- Establish and maintain cooperative work relationships with those contacted in the performance of required duties.
- Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, race, ethnicity, gender identity, sexual orientation, age, mental or physical disability, and religious background of all students, faculty and staff, and with all individuals encountered in the performance of required duties.

### EXPERIENCE AND TRAINING

- Four (4) years of experience in web application development or programming, and database analysis.



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### EDUCATION/LICENSE OR CERTIFICATE

- Possession of an Associate degree from an accredited college or university with a major in computer science or a related field, or the equivalent.

Adopted: 07/01/17