

WEB DEVELOPER
(Albany Public Library)

DISTINGUISHING FEATURES OF THE CLASS: The incumbent is responsible for the development and maintenance of the Library's web site, intranet- and internet-based resources. The Web Developer is responsible for organizing, coordinating, updating and upgrading all Library web content, and providing expertise and support for the Library's web activities. The incumbent is self-directed and possesses solid organizational skills, along with knowledge of project management and graphic design. The incumbent must keep current with worldwide trends and recommend appropriate implementations of new technologies and database management techniques. Work is performed under the general direction of the Information Technology Manager.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Plans, develops and maintains the Library's web site and intranet, including: creating and editing digital graphic images as necessary, establishing templates for web page design, fixing broken links, ensuring browser compatibility and updating pages and links;
- Evaluates use, effectiveness and accessibility of web site and intranet security issues involving web site and intranet and web-authoring tools;
- Manages the transfer of files to the server;
- Communicates with Library staff to ensure the timely posting of current information;
- Provides appropriate reports on web site usage and access;
- Responds to technical issues related to any aspects of web site or intranet publishing, backup, security, site administration and reporting;
- Evaluates and recommends new hardware/software, in conjunction with administration of internet and intranet web solutions;
- Responds to technical issues involving in-house databases as deemed appropriate;
- Enters and retrieves information in an automated information system;
- Performs related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of the use and operation of personal computers and related peripheral equipment;
- Good knowledge of World Wide Web tools and utilities (i.e., web browsers, search engines and directories, media players, file transfer utilities, etc.);
- Good knowledge of systems analysis, as applicable to web programming;
- Working knowledge of one or more web programming language or scripting tools (i.e., Java, Javascript, Perl, Unix, CGI Scripts);

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- Working knowledge of basic networking concepts (i.e., computer networks, TCP/IP, domain names, intranets, security);
- Skill in web authoring;
- Strong analytical and diagnostic skills;
- Ability to understand and follow oral and written instructions;
- Ability to establish and maintain working relationships with Library staff;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited or New York State registered college or university or one accredited by the NYS Board of Regents to grant degrees with a Bachelor's Degree, including or supplemented by twelve (12) semester credit hours in the fields of computer science, computer technology, data processing or a closely related field, **AND** one (1) year of fulltime paid experience in the authoring of web site pages (i.e. designing, creating, implementing, manipulating and integrating web site pages and graphics); **OR**
- B. Graduation from a regionally accredited or New York State registered college or one accredited by the NYS Board of Regents to grant degrees with an Associate's Degree, including or supplemented by six (6) semester credits in the fields of: computer science, computer technology, data processing or a closely related field, **AND** three (3) years of fulltime paid experience as outlined in (A) above; **OR**
- C. Graduation from high school or possession of a high school equivalency diploma **AND** five (5) years of fulltime paid experience, as outlined in (A) above; **OR**
- D. An equivalent combination of training and experience, as defined by the limits of (A) through (C), above.