

CLASS TITLE: WEB DEVELOPMENT MANAGER

Class Code: 02796810
Pay Grade: 35
EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan, coordinate, supervise and review the activities of a web development team engaged in the design and development of web sites and web applications; to manage and prioritize requests for web development; and to do related work as required.

SUPERVISION RECEIVED: Works under the general direction of a superior with considerable latitude for the exercise of independent judgment in the application of system development techniques; work is reviewed upon completion for results obtained and conformance to agency policies and objectives.

SUPERVISION EXERCISED: Plans, supervises and reviews the work of web application staff assigned to assist in systems development activities.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, coordinate, supervise and review the activities of a web development team engaged in the design and development of web sites and web applications.

To manage and prioritize requests for web development.

To participate and manage web site development, requirements analysis, and application design.

To be responsible for preparing and establishing web standards and policies.

To serve as a top level expert in one or more highly specialized areas of web applications development, systems analysis and programming.

To act as a liaison with other technical teams within agencies that are broadening their web presence.

To coordinate the planning, testing and operation phases of web development.

To coordinate the development of documentation according to established standards.

To deal directly with contractual providers of web development and related services.

To review and evaluate the cost benefit of systems design and recommend optimum methodology.

To prepare reports and recommendations for superior.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles, practices and techniques required in assessing the feasibility, applicability, necessity, goals and cost of web site development and applications; a thorough knowledge of the capabilities, programming techniques and intricacies of automated systems and peripheral equipment; a thorough knowledge of internet working technologies, open source scripting languages, or other web-based technology; a thorough knowledge of modern management principles and practices; a working knowledge of the statutes, policies and regulations pertinent to application content and the ability to apply such knowledge, principles, practices and methods effectively; the ability to plan, organize and supervise the work of web application support personnel; the ability to communicate effectively with subordinates, superiors and departmental personnel; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing with a Bachelor's Degree in Information Systems, Computer Science, Electrical Engineering or a closely related field; and

Experience: Such as may have been gained through: a minimum of seven years experience as a software engineer or analyst, web application development specialist, programmer or programmer analyst with at least 5 years experience as a web development professional.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: March 19, 2006