

University Recreation and Sport Facilities

Website Developer/Technology Support

Position Title:

Website Developer and Technology Support

Position Description:

The Website Developer and Technology Support staff will be responsible for all updates and changes to the website as well as possibly assisting with websites or webpage creation. Hours will be flexible to accommodate class schedules and will total approximately 10 hours a week. The individual will serve in a public relations role with University and community users and will assist as necessary to facilitate programs.

Primary Responsibilities:

1. Follow University and departmental rules, regulations, and guidelines.
2. Attempt to resolve day-to-day problems that occur with computers and other technology.
3. Answer user questions in regards to using the technology.
4. Maintain the University Recreation website (<http://www.uwec.edu/recreation>) and database.
5. Analyze, design, implement and test applications, both web-based (PHP) and local.
6. Make simple hardware repairs.
7. Provide computer support for the Wisconsin Youth Sports Program summer camp.
8. Write recommendations and provide price quotes for new technology purchases.
9. Respond to emergency computer situations, even if they occur outside of normal hours.
10. Assist the student photographer, graphic designers, and office staff as needed.
11. Coordinate with LTS and other departments as needed.
12. Other duties as assigned.

Qualifications:

1. CS major or MIS major.
2. Ability to troubleshoot Microsoft Windows and Microsoft Office.
3. Must have a detailed working knowledge of HTML, CSS, and basic javascript.
4. Must be competent in at least one object-oriented programming language.
5. Must have a basic understanding of object-oriented design, database design, SQL.
6. Ability to explain technology-related issues (both verbally and in writing) to people without “behind-the-scenes” technology experience.
7. Ability to independently research and become productive with new technologies.
8. Must be able to work at least 10 hours per week during the academic year. Must be able to work during the summer, and work for the department until at least May 2010.
9. Must complete LTS’ STTEP training camp (<http://www.uwec.edu/sttep/>) during Winterim 2008 (if not already done).
10. Criminal Background Check will be required.

Preferences

1. Federal Work Study is a big plus.
2. CS major preferred (job may involve heavy programming).
3. Proficiency in PHP coding.
4. Macintosh Experience.
5. Familiarity with Java and .NET framework.
6. Familiarity with Adobe Creative Suite (Dreamweaver, Photoshop, Illustrator, etc).
7. Experience in A/V equipment and/or video editing.

Additional Information and Form Submission:

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