



## DALLAS COUNTY JOB DESCRIPTION

<b>Job Title:</b>	JAVA Programmer / Webmaster	<b>Job Code:</b>	7019600	<b>Job Grade:</b>	NM
<b>Reports To:</b>	Assistant Chief	<b>Pos. No:</b>	6768	<b>FLSA Code:</b>	E
<b>Department:</b>	IT Services	<b>Loc. Code:</b>	Various	<b>SIC Code:</b>	7376
				<b>WC Code:</b>	8810
<b>Division:</b>	Data Services	<b>CS Code*:</b>	A, B, C, or D	<b>EEO Code:</b>	B01

**Summary of Functions:** Develops, implements, and maintains the County's Internet sites; maintains all web site operations, content, and images; and develops technical architecture.

**Management Scope:** Oversees credit card sites. May supervise professional, paraprofessional, and technical personnel involved in the development of new and/or maintenance and operation of existing information technology systems.

<b>Duties and Responsibilities:</b>	<b>% of Time</b>	<b>Essential Non-essential</b>
1. Maximizes site accessibility by resolving outages in a timely manner; secures Internet services by analyzing and monitoring security precautions; keeps site up-to-date by refreshing content and images and working with departments.	35	E
2. Deploys, configures, programs, and troubleshoots Java web applications using application servers; develops technical architecture by scripting content, designing databases, and interfacing with users.	25	E
3. Assesses user needs, strategies, and goals; develops web pages and departmental content areas and maintains content using web design software; assists in the management, maintenance, and coordination of Internet resources to ensure effective, efficient delivery and support to the user community.	20	E
4. Identifies and analyzes proposed projects and reports potential revenue and service opportunities; defines, analyzes, and reports monthly website performance and delivers presentations and reports as needed.	15	E
5. Performs other duties as assigned by department.	05	N

\* *The Code depends on the Department where the position is located and/or funded in accordance with 86-1 of Dallas County Code.*

**Minimum Qualifications:**

Education, Experience and Training:

Education and experience equivalent to a Bachelors' Degree in Computer Science, Information Technology, Business Administration, or related field and four (4) years data processing with systems analysis and design experience. In-depth experience with overall web site management including, but not limited to, disaster recovery and web programming with JAVA, and browser capabilities. Strong experience with server technologies related to e-commerce and internet applications (e.g. Tomcat, Apache).

Special Requirements/Knowledge, Skills & Abilities:

Strong working knowledge of Oracle database requirements for high availability environments and related operating systems (e.g. Sun Solaris). Knowledgeable of software development tools required to facilitate design of web forms and web services that interface with databases. Proficient in the use of web design software including Dreamweaver. Ability to effectively communicate, both verbally and in writing, and establish and maintain effective working relationships with employees, departments and the general public. Required to be on call.

Physical/Environmental Requirements:

Standard office environment. Requires prolonged sitting, standing, walking, and the ability to lift files, boxes, and other materials up to 35 lbs., unassisted.

Hay Points/Point Factor:

KH: FI3 350 PS: F4(57%)200 AC: D1P 115 TTL: 665 PTS: KH/PS/AC: 53-30-17 PROFILE: -4

Supervisor Signature \_\_\_\_\_

Date \_\_\_\_\_

Reviewed by Human Resources/Civil Service on

Date 01/07

Approved by Civil Service Commission on

Date 10/16/2006, 1/22/07

This job description shows typical requirements of a position within this classification. This description is not intended to be all-inclusive. Individual positions may vary slightly in functions, job dimensions and requirements. Any percentage of time included on each function is only an estimate and may change depending on the specific departmental tasks. Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the Essential Functions of the job with reasonable accommodation.