DALLAS COUNTY JOB DESCRIPTION

Job Title:	JAVA Programmer / Webmaster	**Job Code:**	7019600	**Job Grade:**	IT12
Reports To:	Assistant Chief	**Pos. No:**	6768	**FLSA Code:**	E
Department:	IT Services	**Loc. Code:**	Various	**SIC Code:** **WC Code:**	7376 8810
Division:	Data Services	**CS Code*:**	B	**EEO Code:**	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.

Duties and Responsibilities:	**% of Time**	**Essential Non-essential**
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 six (6) 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. Must possess a valid Texas Drivers License and good driving record. Will be required to provide a copy of 10-year driving history. Must maintain a good driving record and remain in compliance with Article II, Subdivision II of Chapter 90 of the Dallas County Code.

*"**Individuals holding or considered for a position which has, or may have, access to criminal justice databases including the FBI Criminal Justice Information Systems, NCIC/TCIC and similar databases, must pass a national fingerprint-based records check prior to placement in such position and may be denied placement in such positions and/or access to such systems. Individuals must also maintain the ability to pass the records check while in the position or until such time that the Commissioners Court and the County Civil Service Commission deem this position no longer has this requirement.**"*

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: FI2 304 pts, PS: F4 (57%) 175 pts, AC: F2C 152 pts, TTL: 631 pts, KH/PS/AC: 48-28-24, Profile: -1

Supervisor Signature	Date	

Reviewed by Human Resources/Civil Service on	Date	01/07;6/07/2011; 10/19/2015

Approved by Civil Service Commission on	Date	10/16/2006, 1/22/07;6/07/2011; 8/19/201310/19/2015

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.