

# Assistant Web Programmer

- **Location:** Web Development (180 Church St Building)
- **Contacts:** Brian Hoyt (Director of Web Development); Timothy Gilman (Web Programmer)
- **Application Deadline:** Friday, April 22, 2016

## Job Description

The Assistant Web Programmer works with the Web Programmer, and other Web Development staff, to maintain, develop, and test coding projects and web pages focusing on developing and testing web-based applications in response to client and Web Development staff requirements.

This is an opportunity to:

- gain experience for future web development and application development work.
- enhance time management, problem solving, and teamwork skills.
- learn new programming skills, development tools and systems, and knowledge of web standards.

## Major Duties

Specific duties include but are not limited to the following:

- Assisting Web Development staff with a variety of custom website coding projects.
- Troubleshooting and debugging existing code.
- Designing and coding projects to a set of requirements.
- Meeting with clients (faculty/staff) and determining customer requirements.
- Documenting code and using version control software.
- Comply with a regular schedule of work during normal business hours; maintain professional discipline and decorum in the office.
- Other duties as assigned by the Director of Web Development or other Web Development staff.

## Applicant Qualifications

Prefer a student who:

- has an interest in web-based application development.
- can work on a variety of platforms.
- is detail-oriented.
- is a computer science major or has some programming experience.
- has ability to write average programs and troubleshoot them.
- has basic knowledge of HTML.
- has knowledge of Object Oriented Programming.
- has knowledge of databases (preferably PostgreSQL, MySQL) and SQL.
- has excellent verbal and written communication skills.

## **General Requirements**

- Good problem solving skills; ability to visualize a problem or situation and think abstractly to solve it.
- Creativity. Ability to think around problems and come up with creative solutions is helpful.
- Ability to work responsibly with or without direct supervision.
- Work 30 - 40 hours per week. (Summer) Work a minimum of 6 hours per week; maximum of 15 hours per week. (Fall/Spring)
- Be a current, registered student.

## **Term of Employment**

- One year appointment, reviewed each semester, renewable upon favorable review.

## **Application Instructions**

- All applicants are required to complete the Assistant Web Programmer application.
- A member of the Web Development staff will contact you if any further action is necessary.
- Application Deadline: **Friday, April 22, 2016**

**APPLY NOW**

Any additional questions or information may be directed to Brian Hoyt (Director of Web Development) or Timothy Gilman (Web Programmer).