



Posting Date: July 20, 2017 (revised)

Part-Time Web Developer

Hudson County Community College is an award-winning, comprehensive urban college located just across the Hudson River from Manhattan in Jersey City and Union City, NJ. Fully accredited by the Middle States Commission on Higher Education, the College offers courses and classes in a wide variety of disciplines to the people and businesses of Hudson County, one of the most historic and ethnically diverse areas of the United States. The College was recognized with the 2012 Association of Community College Trustees (ACCT) Northeast Regional Equity Award, was one of just five finalists in the U.S. for the American Association of Community Colleges' (AACCC) Student Success Award, and was presented with the New Jersey Business & Industry Association's Good Neighbor Awards in 2009 for the Culinary Conference Center and in 2012 for the North Hudson Campus Project, and in 2015 for the Library Building.

The college is searching for a **Part-Time Web Developer**. Reporting to the Manager of Web and Portal Services, this person will assist with the development, support, and maintenance of the College's website and portal pages to ensure accuracy and currency of content. Also responsible for adherence to established policies and procedures, and ongoing website and portal access by users/viewers and the college community.

Position Summary:

Assist the Web and Portal Services Manager in the development, enhancement, modification, and maintenance of the College's external and internal (Portal) website's in accordance with established priorities, policy directions, and goals:

- Assist with concepts, policies, standards, and infrastructures for the operation of the website;
- Maintain and continue development of existing websites and applications
- Develop new and migrate existing websites and applications to new technologies
- Provide end-user technical support for web applications
- Create technical documentation and provide end-user training as appropriate
- Troubleshoots and resolves website bugs and problems
- Adheres to industry and college best practices for application design and deployment
- Performs other portal/website development along with design activities, as required.
- Remains flexible and adaptable in work schedules and work assignments as defined by organizational and departmental needs.

Position Requirements:

- Associate's degree or higher preferred. A minimum of one to three years of experience in web programming/design is required.
- Familiarity with MS SharePoint
- Proficiency with HTML, PHP, CSS, JavaScript, and jQuery
- Familiarity with source control (Git) and code-deployment workflows
- Familiarity with responsive design and mobile development
- Familiarity with web standards and usability methods
- Excellent communication and interpersonal skills

Ability to develop and maintain web pages using HTML/PHP/CSS and/or JavaScript is required. Basic knowledge of the following is required: MS SharePoint, MS Office, Dreamweaver, Adobe Creative Suite, MySQL, HTML 5.0, JavaScript, CSS, C#, and JQuery. Effective verbal and written communication, interpersonal, and influence and negotiation skills required. Ability to interact with all levels of employees and management on a regular basis is required. Organizational, prioritization, multi-tasking, and time management skills required.

TO APPLY:

Send letter of application, resume, and names/contact information of three professional references to:

ITS Department
Hudson County Community College
ATTN: Israel Chia
70 Sip Avenue, Third Floor; Jersey City, NJ 07306
E-mail: ichia@hccc.edu OR Fax: (201) 792-9448

For additional information and employment opportunities at HCCC, please visit:
www.njherc.org , www.higheredjobs.com and www.latinosinhighered.com

As a New Jersey First Act Employer, new employees must establish a primary residence in New Jersey within one year unless an exemption applies.

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