

Employment Opportunity

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Office: 360-716-5000 • www.QuilCedaVillage.org



Quil Ceda Village
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JOB TITLE: Web Developer

PAY RANGE:

DEPARTMENT: Tulalip Data Services

JOB DESCRIPTION:

The successful candidate will build and maintain web sites for the Tulalip Tribes. The candidate will work in a team environment under the direction of management and technical leads. The candidate's expertise in web development will aid in the design, development, testing and deployment processes. Stay informed of evolving standards to ensure practicing latest web technologies and programming practices.

TO APPLY: Complete the web form application located on the Quil Ceda Village Self-Service portal: <https://quilcedavillagewa.munisselfservice.com/ess/EmploymentOpportunities>. For more information or questions, please visit <http://quilcedavillage.org/Employment> or call Quil Ceda Village Human Resources at (360)-716-5016.

NOTE: The Tulalip Tribes publicly announces that Indian Preference in hiring applies to Tulalip job opportunities.

EMPLOYEE CLASSIFICATION: Non-Exempt

EMPLOYEE REPORTS TO: IT Project Manager Lead

EMPLOYEE SUPERVISES: None

EDUCATION:

- Associates of Science degree or other technical degree in a web or traditional programming track. (attach copy of degree or transcript with application).

SKILLS:

- Utilize expertise in ASP.NET MVC, web services (REST/SOAP), HTML & CSS (test required), and JavaScript
- Demonstrate Project management, planning, organization, and customer service techniques
- Implement web coding standards such as W3C
- Apply knowledge of Integrated development environments (IDE)
- Implement best practices aligned with Software development lifecycle
- Communicate effectively, both orally and in writing
- Develop websites using MVC, HTML, CSS, and JavaScript
- Evaluate multiple technologies and identify the specific needs of each project
- Multitask and manage time between simultaneous projects

- Maintain required records and prepare necessary reports
- Understand strongly typed programming languages such as C# or VB.NET
- Apply critical thinking and problem-solving skills to business needs

EXPERIENCE:

- Minimum one year (1) of experience working with a content management system (CMS).
- Minimum two (2) years of experience building and maintaining professional websites.

OTHER REQUIREMENTS:

- Employment is contingent upon successful completion of a pre-employment background check.
- Must have a successful employment history with the Tulalip Tribes or other employers.

PHYSICAL CHARACTERISTICS AND/OR PREREQUISITES:

- Work is performed in an office environment with travel to other locations around the Tulalip Reservation for meetings.
- Manual and finger dexterity for the operation of personal computers, office machines, and routine paperwork.
- Stamina to sit, stand and/or walk in an office environment.
- Tolerance to be exposed to a computer screen for prolonged periods regularly.

SPECIFIC JOB PERFORMED:

- Build and maintain websites using authoring or scripting languages, content creation tools, CMS management systems, and digital media technologies - including but not limited to Visual Studio, web Services, HTML, CSS, and JavaScript.
- Design and develop web sitemaps, application models, image templates, or page templates that meet project goals, address user needs, or industry standards.
- Perform website tests according to planned schedules or after any website or product revisions.
- Analyze system performance and recommend improvements to improve speed, efficiency and user experience.
- Troubleshoot and correct website bugs and problems.
- Ensure websites are developed to the latest web standards and technologies.
- Work within a project team to assist in determining website requirements; may be required to contribute to written project requirements.
- Communicate positively with internal and external customers to address their needs promptly, and follow through on commitments.
- Maintain a current understanding of web technologies and programming practices through ongoing education, reading, and participation in professional conferences, workshops, or relevant groups.
- Perform related duties as needed and assigned.

TERMS OF EMPLOYMENT:

This Regular Full-time position requires at least 40 hours per week or 2080 hours per year. Employees may be required to work after hours on weekends, at special events, or on call. Upon completing the applicable probationary period, an employee may be eligible for a pay increase, subject to budgetary restrictions. Employees will be required to work on-site, with no telecommuting. No provisions for relocation will be provided.

Disclaimer: The information provided in this description has been designed to indicate the general nature and level of work performed by incumbents within this job. It is not intended to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications, and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.