Employment Opportunity

8802 27th Ave NE, Quil Ceda Village, WA 98271
Office: 360-716-5000 ▪ www.QuilCedaVillage.org

Quil Ceda Village
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JOB TITLE: Web Developer

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.

TO APPLY: Download and complete the application form located on the Quil Ceda Village Self Service portal: https://ess.tulaliptribes-nsn.gov/MSSQCV/employmentopportunities/default.aspx. Completed applications may be delivered, mailed, faxed or e-mailed to the HR department. For more information or questions, please visit: http://quilcedavillage.org/Employment or call Quil Ceda Village HR 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: SOFTWARE ENGINEERING MANAGER

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).

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF

ASP.NET MVC, web services (REST/SOAP), HTML & CSS (test required), and JavaScript

Project management, planning, organization, and customer service techniques

Web coding standards such as W3C

Integrated development environments

Software development lifecycle

ABILITY TO

Communicate effectively, both oral and written

Develop websites using ASP.NET 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) experience with a content management system

Minimum two (2) years' experience building and maintaining professional web sites.

LICENSE AND OTHER REQUIREMENTS

Must have no misuse of drugs and/or alcohol within two (2) years prior to employment or while employed.

Must have excellent attendance record and no attendance disciplinary actions with in the last six (6) months.

Must have no history of suspension, last chance agreement or dismissal with in the last (6) months.

Must have a successful employment history with the Tulalip Tribes or other employers.

PHYSICAL CHARACTERISTICS AND/OR PREREQUISITES

ENVIRONMENT

Work is performed in an office environment with travel to other locations around the Tulalip Reservation for meetings.

PHYSICAL DEMANDS

Manual and finger dexterity for the operation of personal computer, 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 of time on a regular basis.

SPECIFIC JOB DUTIES PERFORMED

ESSENTIAL DUTIES

Build and maintain websites using authoring or scripting languages, content creation tools, management tools, and digital media. (Including but not limited to Visual Studio, Web Services, HTML, CSS, and JavaScript.)

Develop web sitemaps, application models, image templates, or page templates that meet project goals, user needs, or industry standards.

Perform website tests according to planned schedules, or after any website or product revisions.

Recommend and implement performance improvements.

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 following through on commitments.

Maintain understanding of current web technologies and programming practices through continuing education, reading, or participation in professional conferences, workshops, or groups.

OTHER DUTIES

Perform related duties as needed and assigned.

TERMS OF EMPLOYMENT

This is a Regular Full-time position, requiring at least 40 hours per week, or 2080 hours per year. Employee may be required to work after hours, weekends, special events and/or on call. Upon successful completion applicable probationary period employee may be eligible for an increase in pay, subject to budgetary restriction. Employees will be required to work on-site, 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 designed 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.