Job Description

Position Title	Assistant Manager, Web Development
Department	Information Technology Department
Reporting To	Deputy Manager Web & UX Design
Type of Position	Full Time

POSITION DESCRIPTION

Assistant Manager for Website Development (WordPress/PHP) shall be responsible for managing/updating existing website on day–to-day bases. The incumbent will be working on the programs which will require a combination of programming skills (namely PHP, HTML5, CSS3, and JavaScript), Database skills (SQL /MySQL & WordPress database structure) and aesthetics (understanding element arrangements on the screen, the color and font choices). S/he will also be responsible for web security and optimization, browser support, CDN, caching, backend services, and deployment.

DUTIES AND RESPONSIBILITIES

- ✓ Establishing and guiding the website's architecture;
- ✓ Ensuring high-performance and availability, and managing all technical aspects of the WordPress CMS (Content Management System);
- ✓ Developing customized WordPress themes, widgets & plugins;
- ✓ Working and deploying multisite and custom templates;
- ✓ Developing custom APIs (Application Programming Interference) for WordPress framework;
- ✓ Developing and implementing new features and functionalities of website;
- ✓ Develop custom post types, custom fields, plug-ins, and themes for website;
- ✓ Working with the front-end designer to build the HTML interface with focus on usability features;
- ✓ Creating device friendly structures;
- ✓ Working with debugging tools like Firebug, Chrome inspector, etc.;
- ✓ Working with CSS (Cascading Style Sheet) changes and their ramifications to ensure consistent style across platforms and browsers;
- ✓ Working with different hosting environments, shared, virtual and dedicated servers;
- ✓ Working with third-party APIs (e.g., Facebook, Twitter, etc.)
- ✓ Working with integrating payment gateways;
- ✓ Coming up with new ideas to improve online reach, form conversions, and website experience for prospects and community;
- ✓ Working independently on web projects and day to day operations;
- ✓ Working on PHP back-end development;
- ✓ Working on mobile development and delivering across the entire app life cycle –concept, designing, building, deploying, testing, releasing to app stores and supporting existing Mobile App;
- ✓ Interacting with RESTful APIs and formats (JSON, XML);

REQUIRED JOB SPECIFICATIONS

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Required Qualification	✓ Bachelor's degree / Diploma in Computer Science / Communications Design /IT/Website Development/Multimedia or other equivalent combination of experience, education and training.
Required Experience	✓ 3 or more years of experience in relevant field. ✓ Experience in working on WordPress CMS (Content Management System) ✓ Experience with the responsive and adaptive design is mandatory. ✓ Understanding of the entire web development process, including design, development, deployment and security

REQUIRED JOB COMPETENCIES (Technical and Soft Skills)		
S#	*Competency*	*Criticality (High / Low / Medium)*
1.	WordPress CMS	High
2.	PHP, HTML5, CSS3, JavaScript	High
3.	SQL / MY SQL	High
4.	Web security	High
5.	Web Hosting	High
6.	Mobile App Development	Low
7.	SAKAI, UNITIME & KOHA	Medium