# Web Site Technician (IT)

(Job Number: 42433)

<table>
<thead>
<tr>
<th>Campus/Location</th>
<th>Tempe</th>
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<tbody>
<tr>
<td>Department Name</td>
<td>Mary Lou Fulton Teachers College</td>
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<tr>
<td>Grant Funding</td>
<td>This is not a grant funded position and is not contingent on future grant funding.</td>
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<tr>
<td>Close Date</td>
<td>June 14, 2018</td>
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**Job Description**

We're looking for someone to join our team that can help us move fast to assist us with maintaining our current web applications and develop new ones. Experience with Drupal or WordPress is preferred, though not required.

## Essential Duties

- Develops, in compliance with established styles and standards, web forms, templates and database-driven web pages to sustain and support the project ideas and vision
- Develops, in compliance with established styles and standards, new web tools and dynamic areas within web pages designed to enhance, sustain and support the project ideas and vision
- Provides technical consultative suggestions and recommendations to stakeholders for continued enhancements to web content and informational areas
- Works closely with stakeholders to understand requirements and security needs, develops and presents initial design ideas and associated tools, integrates stakeholder developed content and tests functionality to ensure objectives are achieved
- Identifies and troubleshoots errors and/or problems with web-based applications, works collaboratively with involved stakeholders to facilitate timely resolution and escalates as appropriate
- Participates as either leader or team member in a wide variety of projects to develop and improve routine procedures through the use of innovative and technology supported solutions
- Remains abreast of technology directions, initiatives and trends within scope of expertise to provide ideas, guidance and recommendations
- Creates high quality user experiences applying user-centered design processes
- Designs web interfaces and develops layout design/content and selects illustrative materials for use ensuring consistency, accuracy and compliance with all standards
- Prepares and provides training materials, associated documentation and end-user training in support of project initiatives

## Minimum Qualifications

Associate's degree in Information Technology, Business, Communications or closely related field AND two (2) years web content, graphic design or electronic publishing experience, OR, any equivalent combination of experience, and/or education from which comparable knowledge, skills and abilities have been achieved.
### Desired Qualifications

- Experience in using HTML5, CSS3
- Experience in using PHP and MYSQL
- Evidence of effective verbal and written communication skills
- Experience working in a variety of hosting environments, such as Pantheon and Amazon Web Services
- Experience developing for and working with content management systems, such as Drupal and WordPress
- Experience working with libraries such as JavaScript and Bootstrap
- Experience in following web standards, branding, policies and procedures
- Experience working with marketing teams to deliver products based on design mock-ups and copy
- Experience formatting images with Photoshop or other relevant software

### Working Environment

- Activities are performed in an environmentally controlled office setting subject to extended periods of sitting, keyboarding, and manipulating a computer mouse;
- Required to stand for varying lengths of time and walk moderate distances to perform work
- Frequent bending, reaching, lifting, pushing and pulling up to 25 pounds
- Regular activities require ability to quickly change priorities which may include and/or are subject to resolution of conflicts
- Ability to clearly communicate verbally, read, write, see and hear to perform essential functions

### Department Statement

Arizona State University's Mary Lou Fulton Teachers College creates knowledge, mobilizes people and takes action to improve education. Nationally recognized as a leading innovator in teacher education and scholarly research, Mary Lou Fulton Teachers College prepares over 1,500 educators annually through bachelor's, master's and doctoral degree programs.

Working with a mindset of creative intrapreneurship to bring positive change within organizations, Mary Lou Fulton Teachers College brings people and ideas together to improve student outcomes. We seek to develop a renewable resourcefulness in individual educators, in schools, in school districts and in communities.

In line with the charter and design principles of Arizona State University, Mary Lou Fulton Teachers College asserts the following four core values:

- Pursue excellence at scale to achieve impact
- Exercise leadership through innovation
- Champion diversity of people and ideas
- Share responsibility for the strength of communities

### ASU Statement

Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 90,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one
hundred nations across the globe.

ASU is a tobacco-free university. For details visit [www.asu.edu/tobaccofree](http://www.asu.edu/tobaccofree)

AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

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<tr>
<th>Instructions to Apply</th>
<th>Application deadline is 3:00PM Arizona time on the date indicated.</th>
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<tr>
<td></td>
<td>Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.</td>
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<tr>
<td></td>
<td>Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.</td>
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<tr>
<td></td>
<td>ASU does not pay for travel expenses associated with interviews, unless otherwise indicated.</td>
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<td>Only electronic applications are accepted for this position.</td>
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<tr>
<th>Instruction for ASU Online Employment Applications</th>
<th>Go to the ASU Human Resources site: <a href="https://cfo.asu.edu/hr-applicant">https://cfo.asu.edu/hr-applicant</a> and scroll down to Jobs at ASU.</th>
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<tbody>
<tr>
<td></td>
<td>• Select <strong>External Staff Job Opportunities</strong> if you’re not currently an ASU employee (you must create an account or enter existing account information).</td>
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<td></td>
<td>• Select <strong>Internal Staff Job Opportunities</strong> if you’re a current ASU employee.</td>
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<tr>
<td></td>
<td>• Enter <strong>Requisition ID 42433BR</strong> in the Search box.</td>
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<td>• Click the red job title to view the entire job description.</td>
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<td>• To apply, select the check box to the left of the job title and click on <strong>Apply to job(s)</strong> at the bottom of the screen.</td>
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<td>• Click <strong>Let’s get started</strong> to begin the application process</td>
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