

CITY OF ST. LOUIS CLASSIFICATION SPECIFICATION

CLASSIFICATION

TITLE: Web Development Specialist II

CLASS CODE: 1346

GENERAL DESCRIPTION OF DUTIES:

Incumbents in this classification are responsible for design, development, operation and delivery of City information and services via the web sites as well as assist in the selection, installation, maintenance, and tuning of server hardware and software operated by the City.

DISTINGUISHING CHARACTERISTICS:

This is a journey-level technical classification in the Data Processing Series – Programmer/Analyst Group job family within the City of St. Louis. Incumbents perform a variety of moderately complex to complex duties. The distinguishing characteristic of this classification within the series includes the extensive contact with City departments responsible for the service process throughout the design, development, and operation of web based information and service delivery systems. Incumbents partner with other technical specialists and user agencies to optimize the capturing and serving information in a meaningful manner.

Incumbents work under general supervision. While workers require some supervision in most assignments, they are free to develop their own work sequences within established procedures, methods and policies. They are generally subject to periodic supervisory checks.

This is an individual contributor class, meaning the incumbent is responsible for his/her own work including output, quality and timeliness. Incumbents may, however, explain work processes and train others, such as new employees, in the same or similar job title. The individual contributor may serve as a resource or guide by advising others on how to use processes within a system and as the leader of a collaborative problem-solving team.

EXAMPLES OF WORK (illustrative Only):

(The list of duties is intended to be representative of the duties performed in positions within this classification. It does not include all the duties that may be assigned to a position and is not necessarily descriptive of any one position in this class.)

Develops activities for web content development and delivery with emphasis on online delivery of transaction services (e-government) for the public.

Responsible for internet application system design, development, implementation, troubleshooting, maintenance and documentation.

Supports Internet-related projects; includes tracking, monitoring, troubleshooting and reporting.

Tests hardware and code to optimize data storage and delivery.

Provides vital project information to the web development team.

Works closely with the database programmers in city departments to ensure that the "back-end database systems" supporting online services are robust, manageable and useful to all customers

Supports web team interface to other sections within the department and to other constituents.

Researchs and make recomendations for the most appropriate web content management system.

Coordinates with all City departments to ensure that site content and services conform to design standards and guidelines.

Works with departments and other stakeholders to develop web site plans and timelines.

Works with other departments to identify new and innovative applications to better serve the public.

Performs other related duties incidental to the work described herein.

KNOWLEDGE, SKILLS AND ABILITIES:

Data Utilization:

Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Human Interaction:

Requires the ability to provide guidance, assistance and/or interpretation to others, such as co-workers and the public, on how to apply policies, procedures and standards to specific situations.

Equipment, Machinery, Tools and Materials Use:

Requires the ability to operate and perform complex rapid adjustment on equipment, machinery and tools such as personal computers, network servers, and/or related materials used in performing essential functions.

Verbal Aptitude:

Requires the ability to utilize a variety of reference, descriptive and advisory data and information such as, technical operating manuals, requisitions, procedures and non-routine correspondence.

Mathematical Aptitude:

Requires the ability to perform addition, subtraction, multiplication and division; calculate percentages, and decimals; utilize principles of basic algebra

Functional Reasoning:

Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objective.

Situational Reasoning:

Requires the ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable or verifiable criteria.

Environmental Factors:

Work is normally performed under generally safe and comfortable conditions without exposure to adverse environmental conditions.

Physical Requirements:

Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds, such as computer hardware.

Tasks may involve extended periods of time at a keyboard or workstation.

Sensory Requirements:

Requires the ability to recognize and identify individual characteristics of colors, shapes, and sounds textures associated with job-related objects, materials and tasks, such as installing new software.

The City of St. Louis is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City of St. Louis will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the City.