

Job Profile

Web Developer

Position Purpose

The Web Developer is responsible for day-to-day project management of online projects, giving feedback on existing websites, sharing input during new project meetings, managing outside developers, making routine updates to client websites, and managing our corporate website.

Principal Accountabilities

In addition to following agency policies and procedures, principal accountabilities include, but are not limited to:

Required Experience

- 3+ years experience in web design; 2+ years experience in web application development
- *Expert familiarity with one of the following programming languages: PHP, Ruby, Perl*
- Hands-on knowledge of Java Script, AJAX, DHTML
- Hands on knowledge of HTML, XHTML, CSS as well as other web development/production tools
- Strong working knowledge developing cross platform/browser compatibility (IE, Firefox, Safari, Opera, etc.) for dynamic web applications
- Familiarity with and adherence to web standards
- Effective verbal and written communication skills and the ability to interact professionally with a diverse group of people
- Must be self-motivated, and able to multi-task.
- Must be able to take initiative to be productive and efficient.
- Must be able to function independently and still work well in a "team oriented" environment.
- Effectively manages client and account manager expectations. Responsible for setting and meeting achievable deadlines.

Interpersonal

- Establishes sound and effective working relationships internally with client team members and with client. Resolves conflicts or roadblocks that would interfere with completing assigned projects.
- Establishes and maintains sound client relationships and demonstrates an obvious passion for the success of every TCG client.

Fiscal Responsibility

- Ensures that projects stay within budget guidelines by monitoring initial project scope along with the actual time spent working on a project.
- Ensures that account managers inform the client when a project breaks scope and a change-order is necessary.

Industry Knowledge

- Responsible for spending the necessary time required to understand the client's business and their online needs.
- Familiarity with general HIPAA rules when it comes to Internet and email regulation.

Reports To:

Director of Online Marketing