

University of Nebraska Central Administration
Job Description

General Information

Job Title: Web Application Developer	Job Family: Information Technology	Job Family Zone: Specialist
Position Number:	Department Name: UN Computing Services Network	SAP Organization Unit Number:
Employee's Name:	Date of Last Update: 4/09/2014	Title of Supervisor: WADM Lead/ UNOW IT Services Assistant Director
SAP Personnel #:	Last Updated By: HR	Name of Supervisor: Wes Juranek

Position Summary

The Web Application Developer position is a member of the Web Application Development & Management Team for the Computing Services Network (CSN). This position is responsible for functional and technical analysis, design, programming, testing and maintenance of the various web-based software products and internally developed systems that support the mission of the University of Nebraska. Applicant must be self-motivated, a strong communicator and able to work effectively in both large and small team settings.

Duties & Responsibilities

Indicate % of time spent and indicate with an "*" the duties & responsibilities that are essential functions of this job. Arrange this list of duties in order of importance.	% of Time	Essential Functions
<p>Web Application Development Develops interactive and dynamic web applications.</p> <ul style="list-style-type: none"> • Work closely with Project Manager and other team members to develop detailed specification documents with clear project deliverables and timelines, and to ensure timely completion of deliverables • Design, program, test web applications, services, databases, components and enhancements individually and as part of a team • Gather, document and analyze requirements from end users • Work closely with other developers on software architecture • Develop rich user experiences using various client-side tools • Generate technical documentation for end users • Create test scenarios and run tests to improve performance 	70%	*
<p>Application Support & Maintenance</p> <ul style="list-style-type: none"> • Provide assistance / support services of web applications/sites. • Analyze and resolve web application issues reported by end-users 	20%	
<p>Research & Innovation</p> <ul style="list-style-type: none"> • Discover new/emerging technologies and apply them appropriately. • Research, evaluate, and recommend development tools and application • Keep up to date on web development standards and guidelines 	10%	

Supervision

This position exercises no supervision over other staff members and receives in-direct supervision from the Web Application Development Lead.

Minimum Qualifications

Bachelor degree in Computer Science and four years of experience designing and developing web applications using .NET Framework, SQL, CSS and JavaScript. Equivalent combination of education and experience from which comparable knowledge and abilities can be acquired may be considered.

Zone Definition Factors

Nature/Complexity of Work

This position works within a team and with end-users to define and analyze requirements and to design, develop and test web applications based on those requirements. This position works directly with clients and other CSN teams to ensure that technical solutions are put in place to meet the strategic goals of the University of Nebraska and its partners.

Problem Solving/Decision-making

This position requires strong analytical and organizational skills along with strong critical thinking and problem solving abilities. If the web applications/ sites malfunction, this position must be able to quickly and correctly diagnose what is wrong and how to fix it. One must be a self-starter able to identify the course of action to successfully complete a task or project. Must know when and how to coordinate with clients, technical staff and the management team.

Strategic Impact

Actions and decisions in this job have discernible impact on the web application development and management that occurs at the University's Administrative Office. Errors reflect unfavorably on the individual, the functional area, and in some cases the business operations that rely on web applications.

Know How

Have the ability to translate user specifications into web application design and functionality. The ability to work effectively with all levels of management and functional users. Strong time management skills and multi-tasking capabilities and excellent communication and inter-personal skills. Ability to work in a diversified team environment.

Technical Know How:

Requires working knowledge of web technologies and design standards. Should have programming skills in .NET Framework, C#, SQL, HTML, CSS and JavaScript. Familiarity with enterprise content management systems a plus.

Leadership

Share knowledge and expertise to mentor others when involved with cross training and knowledge transfer. Identify technical issues affecting the performance of the web applications. Identify training needs necessary to provide continuing support or improve custom development and support.

Interactions

Under general supervision this position designs, develops, tests, and debugs new software or enhancements to existing software. Ability to assist both business users and programming staff with different skill levels. Regular contact that involves exchanging advice and opinions as well as occasionally conveying conceptual ideas of a critical and/or long-range nature. Requires the use of judgment, timing, and persuasion to gain cooperation in the face of differences of opinion or controversy.

Physical Requirements

1. **General Physical Requirements** Indicate the appropriate response for an eight hour day:

	Circle the appropriate number of hours								<i>Indicate intermittent or constant</i>		
	0	1	2	3	4	5	6	7	8	Intermittent	Constant
Sit	0	1	2	3	4	5	6	7	8	x	_____
Stand	0	1	2	3	4	5	6	7	8	x	_____
Walk	0	1	2	3	4	5	6	7	8	x	_____
Drive Motor Vehicle	0	1	2	3	4	5	6	7	8		_____
Explain											

2. **THIS POSITION REQUIRES:**

	Occasionally (less than 2 hrs daily)	Between 2 - 5 hrs daily	Over 5 hrs daily
Squatting	_____	_____	_____
Bending	x	_____	_____
Kneeling	x	_____	_____
Reaching	_____	_____	_____
➤ Overhead	x	_____	_____
➤ Forward	x	_____	_____
➤ Low	x	_____	_____

Twisting	x		
Crawling			
Climbing			
➤ Ladder			
➤ Stairs	x		
➤ Other			
Walking on rough ground			
Exposure to changes of temperature/humidity			
Exposure to dust/fumes/gases/chemicals			
Being near moving machinery			
Working from heights			

3. THIS POSITION REQUIRES EMPLOYEE TO:

Indicate letter in appropriate Space:	LIFT=L	CARRY=C	PUSH=P	PULL-PL
	Less than 2 hrs daily	Up to 2 hrs daily	Between 2-5 hrs daily	Over 5 hrs daily
11 - 24 lbs	L,C, P, PL			
25 - 49 lbs				
50 - 74 lbs				
75 - 100 lbs				
* Over 100 lbs				

* If the position requires the employee to handle over 50 lbs - please explain

4. POSITION REQUIRES USE OF HANDS OR SPECIAL TOOLS/EQUIPMENT FOR:

	RIGHT	LEFT	BOTH
Keyboarding			x
Filing			x
Other Explain:	Operation of a computer mouse		

5. THIS POSITION REQUIRES ATTENDANCE AT THE WORKPLACE

Job Family Zone Questionnaire

In Each Section, please select one answer that best describes your job:

Knowledge Skills and Abilities:

____ Requires the ability to understand and apply basic job skills, knowledge of several work routines and the ability to apply such routines with minimal interpretation. May possess knowledge of other, related work activities within own functional area. May require the operation of routine equipment/tools. [1]

__x__ Requires the ability to understand, interpret, apply and communicate information within a specialization and the ability to apply limited analysis in the completion of general functional procedures. May possess knowledge of work activities outside functional area. May require the operation of moderately complex equipment/tools. [2]

____ Requires the ability to utilize advanced information within a specialization. Within specialization, possesses the ability to assess/ analyze situations and make adjustments to achieve desired objectives. Possesses knowledge of work activities outside functional area. May require the operation of complex equipment/tools. [3A]

____ Requires the ability to apply, integrate and communicate extensive theoretical information within a recognized professional field. Facilitates and/ or establishes the achievement of functional area objectives. Requires knowledge of all related functional areas. May require the operation of highly complex equipment/tools. [3B]

____ Integrates extensive theories and techniques within related or diverse disciplines to achieve results and/ or establish overall strategic directions. Requires wide-ranging administrative and/or specialized knowledge. May require the operation of highly complex equipment/tools. [4]

Problem Solving/Decision-making:

____ Decisions/problem resolutions are repetitive and simple and typically guided by standard operating policies and procedures/practices exist. Tasks are clear and specific to a single discipline. [1]

_____ Decisions/problem resolutions require gathering/reviewing information from several sources. Simple analysis of facts determines course of action to be taken within the limits of standard operating policies and procedures/practices. Tasks are varied and may cross several disciplines. [2A]

Decisions/problem resolutions require interpretation, discretion and judgment based on precedent or standard operating policies and procedures. Tasks are diversified and may require some creativity in dealing with unprecedented activities. [2B]

_____ Decisions/problem resolutions require synthesis/analysis in the use of theories and accepted principles. Programs/projects are governed by broad objectives, policies and/or theories. Requires the use of creativity in dealing with unprecedented activities. [3]

_____ Decisions/problem resolutions require analysis and evaluation of major issues and courses of action impacting the overall direction of the functional area(s). Applies broad concepts and experience in making important decisions. May develop recommendations influencing long-term policies related to major organizational plans. [4]

Interactions:

_____ Regular contact involves receiving and/or referring inquiries as well as giving or obtaining routine information relating to work being done. Requires the use of common business courtesy. [1]

_____ Regular contact that involves giving or obtaining information as well as occasionally exchanging advice and opinions. Requires the use of common business courtesy, tact, discretion and some persuasion to maintain cooperative associations. [2]

Regular contact that involves exchanging advice and opinions as well as occasionally conveying conceptual ideas of a critical and/or long-range nature. Requires the use of judgment, timing, and persuasion to gain cooperation in the face of differences of opinion or controversy. [3]

_____ Regular contact with major Programs/Teams or individuals. Overriding job requirement involves conveying conceptual ideas regarding matters of critical and long-range nature. Significant requirement for diplomacy, timing, and persuasion to gain concurrence or cooperation on operational issues in the face of significant differences of opinion or controversy. [4]

Supervision Received:

_____ Supervised by procedures or by supervisor through periodic monitoring of progress and performance. May have latitude to determine sequence of own work tasks to meet clearly established schedules. [1]

_____ Supervision by procedures or by supervisor through periodic monitoring of progress and performance. Determines sequence of own work tasks to meet established objectives. [2A]

_____ General direction by supervisor by checking on completed tasks. Establishes own work schedule to achieve program objectives. Makes recommendations to superior regarding efficient functioning of program. [2B]

Responsible for conducting specialized assignments or developing programs under only general direction and guidance. [3]

_____ Extensive latitude to work independently in matters that have a broad effect on overall policies, programs and/or areas of specialization. [4]

Supervision Exercised:

May provide incidental guidance to others. [1]

_____ Provides functional supervision that is usually limited to assigning/reviewing work or may serve as work team leader. [2A]

_____ Serves as work team leader. Distributes, schedules, and monitors the progress or work tasks of the program or project. May be involved in the recommendation of personnel actions to manager. [2B]

_____ Supervises the work of a project or program that may include hiring, discipline, transfers, promotions, or salary changes within a functional area. May integrate work of two or more programs or one major function/or project. [3]

_____ Establishes performance standards for designated programs and/or areas of specialization. Directs staff to include hiring, discipline, transfers, promotions, and salary changes. [4]

Impact:

_____Actions and decisions in this job are limited to the scope of the job, which primarily affect the immediate work group, but occasionally may extend beyond the immediate work group. Errors reflect unfavorably on the individual and may have an adverse impact on the functional area. [1]

__x__Actions and decisions in this job have an impact which affects the immediate work group and also extends beyond the immediate functional area. Errors reflect unfavorably on the individual and the functional area.[2]

_____Actions and decisions in this job have discernible impact to the short-term performance of the Program/Team and exerts some impact to its long-term success. Errors reflect unfavorably on the individual, the functional area, overall business operations and potentially other functional areas. [3A]

_____Actions and decisions in this job have significant impact to the short-term performance of the Program/Team and exert an impact to its long-term success. The job exerts a considerable impact on decisions and final results typically affecting either an entire functional area or a major university activity; and may have unique accountability for financial and program or project objectives. Errors effect business operations, services and other individuals which may require special interventions to correct. [3B]

_____Actions and decisions in this job exert broad and continuing impact on the future of one or more functional areas. The job exerts a major impact on decisions and final results affecting a major university activity; and/or has accountability for financial and program/project objectives and overall successes. Errors significantly interrupt business operations, services and potentially both internal and external constituents. [4]

Summary:	Zone Assignment= Specialist	
Authorization:	Name:	Date:
Human Resources	Sheryl Gartner	04/11/2014
Supervisor:		
Administrator:		