# City of New York
# DEPARTMENT OF CORRECTION
# Job Vacancy Notice

| | |
|---|---|
| **Civil Service Title:** Computer Specialist (Software) | **Level:** III |
| **Title Code No:** 13632 | **Salary:** $ 82,000-$100,000<br>**Frequency:** ANNUAL |
| **Business Title:** Website Developer | **Work location:** 75-20 Astoria Blvd.,<br>East Elmhurst, NY 11370 |
| **Division/Work Unit:** Information Technology | **Number of Positions:** 1 |
| **Job ID:** 193891 | **Hours/Shift:** Day Tour |

## Job Description

The New York City Department of Correction is seeking to recruit a Website Developer to plan, design, develop and execute the overall layout and website design for the DOC Recruitment Unit. This position will provide the successful candidate with an opportunity to contribute to the DOC brand marketing and development of an online website focused on recruitment of Correction Officer candidates. Under general supervision and with latitude to exercise independent judgment and decision-making, the incumbent will develop and implement website programs focused on raising the visibility of the DOC for targeted recruitment; develop strategic and creative initiatives related to website design; construct web pages/sites including incorporating graphic user interface (GUI) features and other techniques; maintain and provide ongoing design of the website, promos, and recruitment information content; maintain and upgrade the Unit's website; provide website support; communicate with the Recruitment Unit staff and lead design sessions with senior leadership to determine requirements for the Recruitment Unit website; maintain and integrate social network sites and services with the Recruitment website; ensure appropriate security for all website content and interactions; produce mock ups and layouts for review and publication; maintain familiarity with all related emerging technologies; participate in evaluation of innovative web recruitment strategies; and perform special projects as required.

## Qualification Requirements

1. A baccalaureate degree from an accredited college, including or supplemented by 24 semester credits in computer science or a related computer field and two years of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming, data communications, including one year in a project leader capacity or as a major contributor on a complex project; or
2. A four-year high school diploma or its educational equivalent and six years of satisfactory full-time computer software experience as described in "1" above, including one year in a project leader capacity or as a major contributor on a complex project; or
3. Education and/or experience equivalent to "1" or "2" above. College education may be substituted for up to two years of the required experience in "2" above on the basis that 60 semester credits from an accredited college is equated to one year of experience. A masters degree in computer science or a related computer field may be substituted for one year of the required experience in "1" or "2" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent and at least one year of satisfactory full-time experience in a project leader capacity or as a major contributor on a complex project.

## Preferred Skills

Ability to work effectively with all levels of the organization, and meet restrictive deadlines;

Ability to multi-task and pay attention to details, excellent written and oral communication;

Possess interpersonal, analytical, decision-making; and problem solving skills;

Proficiency with MS applications (Word, Excel, PowerPoint, Visio, Access, Visual Studio, Project, etc.);

Significant experience in website design and development. Experience with: Java, JavaScript, HTML, C, CSS, JQuery, .NET, Adobe Create Suite/Photoshop/InDesign/Illustrator, Web and Social Media techniques.

Knowledge of RSS and general web 2.0 techniques, WordPress, Bootstrap and other web frameworks, Tomcat, ASP, C#.NET, ASP.NET,VBA, VB Script, C/C++, and other website design and development software.

## Residency Requirements

New York City residency is not required for this position.

## To Apply:

For City employees: Go to Employee Self-Service (ESS)-www.nyc.gov/ess and search for Job ID#:193891.

For all other applicants: Go to www.nyc.gov/careers and search for Job ID#: 193891

Submission of a resume is not a guarantee that you will receive an interview.
Only candidates under consideration will be contacted.

| | |
|---|---|
| **Post Date:** 05/19/2015 | **Post Until:** 06/12/2015 |