

Announcement #: P-330-17-59 – Please be sure this announcement number appears on all correspondence

Opening Date: 08-04-17
Closing Date: 08-18-17
Title: Data Processing Programmer
Location: Toms River– Technology Department
Schedule: 40-hour workweek
Salary: \$42,570

Data Processing Programmer

The Ocean County Library is looking for a Data Processing Programmer to maintain and develop its public website and intranet. The library is in the process of building an entirely new web presence, so the ideal candidate will be enthusiastic about creating websites and applications from the ground up. Potential near-future projects include: moving our intranet from static HTML to a Content Management System (CMS) Drupal; designing a new interface for our public website, which must integrate with various library systems and tools, in collaboration with our Web Services team. Great emphasis will be placed on usability and standards compliance.

Definition:

Under direction, does the design and preparation of the less complex computer programs for electronic data processing equipment utilizing required and current software, operating systems, and multiprogramming technology; does other related duties.

Everyday Duties:

- Perform web page maintenance with Dreamweaver, adhering to the website's overall look and feel [This position currently includes content maintenance, but those duties may be separated in the future.]
- Be lead developer on database-driven web applications (currently developed on ASP/ASP.NET/Microsoft SQL platform)
- Tests and documents modifications and writes operator instructions.
- Checks program module coding to determine program deficiencies and corrects coding as necessary.
- Maintains production application programs/program modules as necessary.
- Makes approved changes by amending the program flow chart, developing detailed processing logic, and coding changes.
- Writes routine new programs using prescribed specifications.
- Create and edit images with Fireworks or Photoshop
- Create web-ready PDFs with Acrobat
- Assist with blog, wiki and podcast development
- Assist in customization of vendor products
- Participate in the work of the Web Services team, including frequent meetings, project management, brainstorming sessions

- Communicate changes to staff and offer training in new web products, as necessary
- Keep up with the latest tools and techniques and standards in the web development field and apply them to our web products as appropriate

Technical Requirements (experience with or ability to learn the following is highly desired):

- Standards-compliant HTML and CSS; Javascript, AJAX
- ASP/ASP.NET/PHP, MySQL/Microsoft SQL, Ruby on Rails, Perl
- Web server administration: IIS and Apache
- XML, XSLT, Web Services standards
- Knowledge of data processing functions, organizational structure, and the relationship of stages in automating a work process.
- Knowledge of programming standards and pertinent computer equipment characteristics, and skill in use of programming techniques to maintain and modify and assigned group of programs within the total number of utility routines, execution routines, input-output control programs, and so forth required to support the telecommunications systems.
- Knowledge of data communications access methods.
- Knowledge of basic computer hardware.
- Knowledge of modularized approach to programming.
- Knowledge of various database access methods such as index sequential, direct, and sequential.
- Flash, ActionScript
- Usability and user-centered design practices
- ADA compliance practices

Requirements for Data Processing Programmer:

Education:

Graduation from an accredited college or university with an Associate's degree in Computer Science or Computer/Information Technology or a general Bachelor's degree.

Experience:

Two (2) years of experience in the design and preparation of programs for electronic data processing equipment utilizing current operating systems and multiprogramming technologies in a Web environment.

Note:

Interested candidates must send Ocean County Library employment application, resume and cover letter, no later than 5pm on the closing date listed above, to:

The Ocean Country Library
 101 Washington Street
 Toms River, NJ 08753
 Attn: Donna Cardinale, Human Resources Department

Applications may also be emailed to dcardinale@theoceancountylibrary.org

or faxed to 732-341-3044.

Please direct all inquiries to Donna Cardinale at 732-349-6200 extension 5932.

Please Note....Candidates must be Ocean County residents.

Thank you.