

POSITION DESCRIPTION: IT SPECIALIST / DEVELOPER

1 POSITION OVERVIEW

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| Job Title: | IT Specialist / Developer |
| Employment Type: | Full-time |
| Current Occupant: | New Position |
| Salary: | Negotiable, depending on experience (R 0k – R 20k for a junior developer) |
| Reports to: | Technical Director |
| Supervises: | No supervisory duties |
| How to Apply: | Online applications are preferred. Go to www.greenexhibitions.co.za/careers |
| Contact: | Reuben Allott Email: reuben@greenexhibitions.co.za Mobile: 082 809 3262 |

2 INTRODUCTION

Green Exhibition Services is a technology leader in the conference, exhibitions and events industry. We have been in business for more than a decade. The key functionalities we provide are online registration and email systems, online and onsite payment and ticketing systems, barcoding and badge-printing technologies, web and database reporting applications.

Exciting growth opportunities require a corresponding growth in our development team. We are looking for a dynamic, inventive individual to join us on this path.

3 POSITION PURPOSE

The initial primary goal of this position is to re-engineer legacy web systems with current technologies. A **Delphi/ISAPI DLL** solution is to be re-engineered with **Visual Studio C# and ASP.NET**. Delphi knowledge would be useful but not absolutely essential.

The incumbent is expected to become an integral part of the development team, encompassing all aspects of our solution offerings.

We are looking ideally for a junior developer to learn at our expense and grow with the company – we'll be investing a lot in you and expect you to invest a lot in us.

4 MAJOR DUTIES AND RESPONSIBILITIES

- Design and code a flexible database-driven web application framework using Visual Studio C#, ASP.NET and Microsoft SQL Server technologies.
- Design and manage a daily backup strategy for a networked source code repository.
- Develop and implement standards to ensure high quality design, navigation, and integration with existing systems.
- Propose new techniques to senior staff, select and implement web design and development tools.
- Design, develop and administer the Green Exhibition Services website.
- Train staff responsible for using the designed standards and tools.
- Research trends in Web design, coding, and functionality such as social media. Track developments in use by third-party sites. Outline options for management and senior staff.
- Perform other duties as requested.

5 QUALIFICATIONS

- Skill in developing database-driven object-oriented web applications with Visual Studio C#, ASP.NET and Microsoft SQL Server.
- Skill in coding Web pages using HTML, CSS, DOM scripting, and JavaScript.
- Skill using AJAX and XML/XSLT or similar to deliver dynamic Web functionality.
- Skill in using Photoshop or similar to create and optimize images.
- Knowledge of user interface principles, including intuitive navigation schemes, accessibility, and usability.
- Knowledge of Web 2.0, social media, and other innovative Web technologies.
- Ability to clearly and consistently organize, manage and present complex information.
- Skill in written communication.

6 RELATIONSHIPS

The incumbent must maintain constructive working relationships and effective lines of communication with the Technical Director and other staff, and managerial staff seeking advice and assistance with project solutions.

7 KNOWLEDGE, SKILLS AND ABILITY

The incumbent is the lead programmer for the web application framework used as the core online presence for all conference, exhibition and event projects. This person must be able to plan, design and implement a comprehensive integrated software solution for an array of projects hosted on a Microsoft SQL Server platform. He or she must also be capable of directing the creative work of others. The position requires a blend of strong human relations, graphic design, and computer technology knowledge, skill, and ability.

8 COMMUNICATION

The incumbent must possess excellent written and oral communication skills in order to effectively communicate with technical, professional and managerial staff, and to provide leadership in designing and developing web technologies and web sites. The ability to correspond openly and directly, to listen carefully, diffuse and negotiate conflicts, cooperate as a responsible team player, and elicit and apply technical information is essential.

9 PROBLEM SOLVING AND CREATIVITY

The incumbent must be self-motivated, creative and flexible to achieve desired results. The Internet presents a rapidly changing environment. Such an environment places a high demand on the problem solving and creative abilities of the incumbent. This person must shift gears with every new design request and software enhancement. The process of analysing and resolving architecture and design alternatives is the essence of creativity in this position.

10 FREEDOM TO ACT

The incumbent has broad freedom to act using his or her professional judgment and expertise. He or she conducts assessments, makes recommendations and determines development direction, and initiates planning efforts. Broad project goals and schedules will be planned in conjunction with management, and the incumbent will report on progress as necessary. Daily work is done independently and decisions are made independently, within established policy guidelines.

The incumbent is accountable to the Technical Director for the consequences of decisions and actions. Decisions and actions must be legal and ethical, and result in quality public service. Evaluation of the incumbent is based on assessment of results achieved.