RESOLUTION NO. 19-100

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, AMENDING THE CLASSIFICATION PLAN, RESOLUTION NO. 77-111, BY ADOPTING A REVISED JOB CLASSIFICATION SPECIFICATION FOR WEB DEVELOPER

WHEREAS, the Meyers-Milias-Brown Act (the MMBA) (Government Code § 3500 et seq.) imposes on public employers and recognized employee organizations a "mutual obligation" to meet and confer regarding wages, hours, and other terms and conditions of employment, and thereby freely exchange information, opinions, and proposals to reach an agreement on matters within the scope of representation; and

WHEREAS, the Director of Human Resources and Risk Management is authorized and directed under provisions of Sections 2797.1 and 2797.3 of the Carson Municipal Code to prepare and recommend position classification and compensation plans, after consultation with the affected Directors, which becomes effective upon approval by the City Council; and

WHEREAS, Rule III of the City of Carson Personnel Rules provides that modification to the classification plan, embodied in Resolution No. 77-111, shall be made only after the Director of Human Resources and Risk Management consults with the affected Directors and affected recognized employee organizations; and

WHEREAS, the City of Carson desires to update the existing classification specification of **WEB DEVELOPER** to provide a current and accurate description of the various duties performed by said position; and

WHEREAS, the Director of Human Resources and Risk Management has consulted with the affected parties, and has met and conferred with the representatives of the affected recognized employee organizations pursuant to its obligations under the MMBA, concerning the revised classification specification for the **WEB DEVELOPER**.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Section 1.   The above recitals are true and correct.

Section 2.   The revised classification specification for **WEB DEVELOPER,** attached hereto as Exhibit A, assigned to the Carson Professionals and Supervisors Association (CPSA), is hereby adopted.

Section 3.   The City Clerk shall certify to the adoption of this resolution and deem it effective as of May 14, 2019, the same shall be in force and effect.

EXHIBIT NO. 0 1

3

PASSED, APPROVED and ADOPTED this 14th day of May, 2019.

_____
MAYOR ALBERT ROBLES

ATTEST:

_____
CITY CLERK DONESIA GAUSE

APPROVED AS TO FORM:

_____
CITY ATTORNEY

STATE OF CALIFORNIA   )
COUNTY OF LOS ANGELES   ) ss.
CITY OF CARSON   )

     I, Donesia Gause, City Clerk of the City of Carson, California, do hereby certify that the whole number of members is five; that the foregoing resolution, being Resolution No. 19-100 was duly and regularly adopted by said City at a regular meeting duly and regularly held on the 14th day of May 2019, and that the same was passed and adopted by the following vote:

    AYES: COUNCIL MEMBERS:

    NOES: COUNCIL MEMBERS:

    ABSTAIN: COUNCIL MEMBERS:

4

ABSENT: COUNCIL MEMBERS:

By: _____
                       City Clerk

5

CITY OF CARSON

XX-XXX
Class Specification

WEB DEVELOPER

Job Summary:
Under general supervision, designs, develops and maintains City web sites, Internet/intranet services, links and other electronic technical support services.

Essential Duties and Responsibilities:
(The functions are representative and may not be present in all positions in the class. Management reserves the right to add, modify, change or rescind related duties and work assignments.)

1. Develops data-driven city's website, Intranet, and online applications. Assists City staff in developing and publishing ~~World Wide Web [www]~~web content, including support of the design of division web sites and development of web page templates; assists in the design, implementation and maintenance of City web sites.

~~2. Develops and administers web sites, links, navigation pages, and web services, including virtual server configurations, user accounts and domain names.~~

~~3.~~2. Administers ~~and~~, maintains, troubleshoot and enhance Web/GIS applications which support delivery of internet services to City staff and the public use of the Internet/intranet; evaluates and recommends new technologies and services as required.

~~4. Receives and records notification of user problems regarding the web site; assists City staff by resolving web-related problems.~~

~~5. Develops client code [HTML and JavaScript] and server scripts to implement web forms and web-based database applications.~~

3. Analyze staff needs, develops online web forms, registrations, and payment modules for different city departments to bring more public services online.

~~6.~~4. Creates and manages MS SQL databases, ~~tables,~~ queries, views, triggers, stored procedures, reports and connections to support web applications. Document the web practices.

~~7. Develops and maintains web pages requiring advanced publishing and programming techniques.~~

5. Configure, refine, monitor, secure and tune web database performance and system security. Work closely with other IT staff to backup, restore, and maintain the data integrity.

~~8.~~6. Creates and prepares ~~web server usage statistics and other~~ reports on web apps and website on staff and public requests.

~~9. Communicates with users, programmers, technicians, specialists, vendors~~Ensure functionality, integrity, and ~~others regarding~~security of web ~~site links, designs~~pages and site applications; maintain an appealing flow of uniformity through the development~~.~~

7. Plans, ~~designs,~~ and ~~implements~~integration of new ~~World Wide Web, Internet services~~web pages, search engines, and other ~~electronic information~~applications;

~~10.~~Maximize the systems uptime through continuous monitoring and improvement to ~~enhance delivery of~~provide quality service to the public ~~information and services.~~

Exhibit A

6

~~11.~~8. ~~Establishes~~ and ~~maintains cooperative working relationships with~~ City ~~systems users and the public~~staff.

9.   Assist in design GIS Property Information System, and online mapping applications .

~~12.~~10.   Performs related duties as required.

Qualification Guidelines:
A typical way to obtain the requisite qualifications to perform the duties of this class is as
follows:

Education and/or Experience:
Bachelor's degree in information engineering, computer science or computer information systems and three years of full-time experience in developing web ~~design and programming, developing web~~ content and administering web-based data driven services.~~-~~ Experience and/or education in a related field may be substituted on a year for year basis.

Knowledge of:
- ~~Web pages and site design, e-commerce applications.~~
- Strong understanding of general UI, Web standards, Web Security, and Cross-browser compatability.
- Coding of ~~HTML, Java~~HTML5, JavaScript, ~~VBscript~~JQuery, XML, CSS, REST/SOAP, C#/ASP.NET Platform.

- Multimedia creations tool such as Photoshop, Flash, Quicktime, ~~Shockwave~~ and various HTML and web editors ~~such as FrontPage~~.
- Windows ~~NT/2000 server~~servers, Microsoft IIS~~,~~, LAMP, WAMP Environment
- ~~Web page development techniques.~~
- ~~Techniques and tools for developing graphics for the web.~~
- ~~Terminology , techniques, processes, and equipment involved in data communication.~~
- Knowledge of Geographic information system (GIS), Web Mapping applications using ArcGIS API.
- Latest front-end framework, Web responsiveness, Mobile Design, and back-end data-driven developoment.
- Interpersonal skills using tact, patience and courtesy.

Skill and Ability to:
- Analyze and solve technical problems, system requirements and design software solutions.
- Implement and administer projects and programs.
- Work independently under minimal supervision.
- Provide technical support and customer service to City staff and the public.
- ~~Diagnose and perform minor software repairs on computer workstations.~~
- ~~Integrate software systems and hardware platforms.~~
- ~~Provide effective customer service to City departments and the public.~~
- ~~Establish and maintain cooperative relationship with others.~~
- Communicate clearly and work effectively with supervisor and other employees.
- Up-to-date with the latest web trends, techniques, and technologies
- Meet schedules and deadlines.
- Operate and use all tools and equipment safely and efficiently.

7

License or Certificate:

Possession of a valid California Class C Driver's License. –Employees in this classification will be enrolled in the Department of Motor Vehicles (DMV) Government Employer Pull Notice Program which confirms possession of a valid driver's license and reflects driving record.

Physical Requirements and Working Conditions:

Employee accommodations for physical or mental disabilities will be considered on a case-by-case basis. Positions in this class normally:

- Perform lifting, pushing and/or pulling which may or may not exceed 25 pounds.
- Require the mobility of arms to reach and dexterity of hands to grasp and manipulate objects and use and operate tools and equipment.
- Require flexibility and mobility to bend, stoop and crawl under work stations.
- Is subject to inside and outside environmental conditions.
- May be required to use city or personal vehicle in the course of employment.
- Require vision (which may be corrected) to read small print.
- May be required to work overtime and subject to on-call basis.

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