#1309 Web Master

Description
Primary Function:
• Day-to-day administration of web and eCommerce platform umbrella encompassing multiple subsidiaries and primary company
• Oversees the day-to-day production of web design projects and program activities, including new product integration, dealer locator, landing page development, rich media integration, and assures message is successful and the deadlines are met.
• Provides current knowledge with various software, media, and coding platforms.
• Communicates with both technical resources and non-technical to ensure requirements are understood and met
• Test and troubleshoot all site functions
• Testing functional components of web development and integration points into back end systems; this includes ability to work with other IT members to trace data capture to its final cataloging location.
• Managing and maintaining back-up systems and performing recovery if required
• Stay current on industry trends
• Promote a positive work environment and growth through ongoing professional development.
Essential Skills and Attributes
• Some organizational and project management skills.
• Ability to effectively communicate with all levels of employees.
• Strong desire to stay on top of emerging industry standards within both the marketing and technical domains.
• Strong desire to learn and grow personally.
• Flexible, adaptable and results oriented with ability to lead and encourage others when dealing with complexity, ambiguity, or uncertainty.

Minimum Requirements / Education:
• Bachelor's degree required in Computer Science or related or experience as related
• Must be eligible to work in the United States without sponsorship
• Must have good English written and verbal communication skills
• CSS/HTML – do not have to be an expert
• Demonstrated 1+ years' experience in managing complex storefronts
o Magento preferred but another store-front like Shopify is fine
• Experience with XML for data importing and integration.
• Knowledge of Google Analytics: being able to go in and run reports
• Adobe Creative Suite: a plus
• Excellent Microsoft Office skills
• Strong problem analysis and problem-solving abilities
• Able to identify system deficiencies, design and create solutions
• Ability to deliver high quality work on time and on budget
• Understand technical and functional design requirements
• Understand standard development practices
• Extensive experience working with Client Services, Marketing, and other business stakeholders
• Knowledge of branding and branding principles

Hiring organization
Talent Advantage Group

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02/11/2021

Responsibilities

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Qualifications

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