Position Announcement
March 2025

Position:	Web Developer
Position Status:	Full time
Application Deadline:	Open Until Filled
Primary Work Location:	Macon Campus
Projected Work Schedule:	40 hours per week / 12 calendar months per year

A review of completed application packets may begin upon receipt. Interviews of qualified candidates may begin following application packet review; the position may close at any time after March 13, 2025 based on a candidate selection.

Position Summary:
The Web Developer designs, codes, and tests technical solutions for web applications and provides technical support for current web applications. Must have the ability to translate creative projects ideas into functional and effective IT applications to meet immediate needs and as well as project for expansion and long-term needs. Responsible for web applications testing and updates as needed to ensure user friendly and meeting college requirements. Maintain qualifications for employment as described by the Technical College System of Georgia (TCSG) Policy Manual, CGTC policies and procedures, and accreditation standards. Position may require travel to any of the locations within the College's service area.

Major responsibilities may include, but are not limited to the following:

- Design, develop, code, test, and deploy technical solutions for web applications;
- Modify, test and debug existing web applications;
- Develop appropriate code structures to solve specific tasks;
- Fix bugs, troubleshoot and resolve problems;
- Update web applications as applicable;
- Ensure web applications meet ADA accessibility standards;
- Completes all assigned trainings in a timely manner;
- Other responsibilities as assigned.

Competencies:
- Coordination, planning and organizational skills
- Effective communication skills, both written and verbal
- Ability to work independently and collaboratively with others or in teams
- Ability to work with complex systems in a fast-paced and dynamic environment
- Skills in problem solving and critical thinking
- Skill in the operation of computers and job-related software programs

Minimum Qualifications: *Must upload transcripts which show conferred educational degrees and document qualifications in the employment history:*
- Earned Bachelor's Degree in computer technology or related field from an academic institution accredited by an institutional accrediting agency recognized by the United States Department of Education

  OR

- A combination of technical certificates, and
- Three (3) years documented experience in web design and development

Preferred Qualifications: *Preference may be given to applicants who, in addition to meeting the minimum qualifications, provide transcripts of conferred degrees and demonstrate in the employment history possession of one or more of the following:*

- Documented work experience in Post-Secondary Education
- Documented familiarity with:
  - PHP programming
  - Apache web server
  - MySQL database design/administration
  - HTML5/CSS
  - JavaScript/jQuery
  - Mobile first design philosophy
  - Linux operating system

Projected Work Hours/Location:
The College is seeking to fill a position for the Macon campus. Work schedule of 7:45 a.m. to 4:45 p.m. Monday through Thursday, and 7:45 a.m. to 3:30 p.m. Friday. Position may require a flexible schedule to include day/evening or weekend hours to meet the needs of the department as well as travel as needed to additional locations. This position will work all 12 calendar months per week and at 40 hours per week.

Salary / Benefits:
The selected candidate can expect a contingent offer with an annual gross salary range of $38,100 (High Diploma & Certifications) to $39,900 (Associate Degree), the actual gross rate will be determined by the candidate's highest qualifying degree or work experience as stated in the minimum and/or preferred qualifications. This is a fulltime position scheduled to work all 12 months a year and at 40 hours per week. Position is eligible for state benefits to include retirement, insurance, leave accrual and holiday pay. CGTC is a member of Teachers Retirement System of Georgia (TRS) and Employees Retirement System of Georgia (ERS).

Application Procedure:
Applicants are required to complete the employment application in full and provide supporting documentation by the stated closing deadline for the position. GCTC does not accept mailed, faxed, or hand-delivered applications.

Applicants who complete the application procedure will be evaluated for meeting the position requirements based on the published job responsibilities, meeting the minimum and preferred qualifications based on the educational history, employment skills presented under job duties in the application system against the published job announcement. A completed application packet consists of the following:

1. A completed CGTC electronic application in the CGTC application portal.

2. As applicable, applicants for instructional positions are asked to provide a resume in addition to completing the CGTC application.   Applicants for non-instructional positions may provide a resume if they wish.   Submission of the resume does not replace the requirement to complete the CGTC electronic application.

3. Postsecondary transcripts that demonstrate the conferral of the degree, if applicable, and demonstrates the applicant meets the educational minimum requirements and, if applicable, the preferred educational requirements (*grade reports and diploma copies are not accepted in lieu of transcripts)*

4. Positions requiring a High School Diploma or GED as a minimum qualification do not have to submit a HSD/GED transcript documentation as part of the application process

5. Non-photo license(s) and/or certification(s) which fulfill the minimum, and if applicable the preferred qualifications stated in the job announcement

Incomplete application packets at the time of the position closing may not be considered. It is the responsibility of the applicant to obtain and upload the application documentation by the stated deadline.

For more information concerning our application process or available positions, please contact the Human Resources Office at 478-757-3449 or 478-218-3700 or via email to cdominy@centralgatech.edu.

All applicants are subject to the following applicable pre-employment screenings:

Criminal History Records	Motor Vehicle Records
Employment References	Pre-Employment Drug Test
Fingerprint Records	Credit History Records
Psychological Screening	Medical Examination

Equal opportunity and decisions based on merit are fundamental values of the Technical College System of Georgia (TCSG).   The TCSG State Board prohibits discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex, or veteran status ("protected status"). No individual shall be excluded from the participation in, denied the benefits of, or otherwise subjected to unlawful discrimination, harassment, or retaliation under, any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law.

Central Georgia Technical College is an equal opportunity employer.   All employment processes and decisions, including but not limited to hiring, promotion, and tenure shall be free of ideological tests, affirmations, and oaths, including diversity statements.   The basis and determining factor for such decisions should be that the individual possesses the requisite knowledge, skills, and abilities associated with the role, and is believed to have the ability to successfully perform the essential functions, responsibilities, and duties associated with the position for which the person is being

considered. At the core of any such decision is ensuring the institution's ability to achieve its mission and strategic priorities in support of student success.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

The Title IX/Section 504/ADA Coordinator for CGTC nondiscrimination policies is Cathy Johnson, Executive Director for Athletics and Compliance, Room A136, 80 Cohen Walker Drive, Warner Robins, Ga, 31088; Phone (478) 218-3309; Fax (478) 471-5197; Email: cajohnson@centralgatech.edu.

All application materials are subject to the Georgia Open Records Act O. C. G. A. §50-18-70.