

## POSITION VACANT

### Applications are invited for the post Web Programmer/ Analyst 1

Reporting to the Systems Analyst/Programmer III, the Web Programmer/ Analyst 1 will be required to assist in general systems design and analyse programme specifications to develop web based applications. The incumbent will also have responsibility for developing and maintaining the Institute's website and intranet.

#### *Qualifications & Experience Required*

- First degree in Computer Science / Management Information Systems or a closely related field from a recognized tertiary institution
- Training in systems design and development
- Experience in web site design and development using web development tools
- 1 year web programming experience

#### *Requisite Knowledge & Skills*

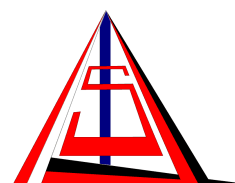
- Ability to communicate clearly and concisely, both orally and in writing
- Ability to establish and maintain cooperative working relationships with those contacted in the course of work
- Flowcharting, data modeling, process modeling, form design, documentation and control procedures
- Principles of Project Management
- Information technology systems design and structured programming including object oriented programming concepts
- Data communications security and privacy techniques
- Relational database design and management including Structured Query Language.
- High level computer programming languages such as Visual Basic, Microsoft SQL Server, Microsoft .NET, Visual Studio, Java, and Access
- Internet Technologies such as .Net, Javascript , VBScript, HTML, DHTML, PHP, ASP or JSP
- Understand Local Area Networks (LANs) and Wide Area Networks (WANs).

#### *Duties*

- Design, develop, and implement the Institute's Web Site and Intranet
- Review and maintain the Institute's Web Site and Intranet
- Analyse specifications to determine the most efficient way of developing web-based or other types of application programmes
- Design detailed logic and decision diagrams to provide for all conditions likely to arise in processing data
- Consult with users and modify systems in response to specific user requirements
- Work with the Communications & Marketing Unit to ensure that the Web Site and Intranet are always up-to-date
- Modify documentation to reflect changes in systems
- Design implementation procedures for systems developed
- Utilize available software programmes/packages to reduce programming time and the possibility of errors
- Document programmes, specifications, layouts, flowcharts and operating instructions ensuring compatibility with the total system documentation
- Prepare user manuals for non-data-processing users interacting with these programmes
- Assist the Systems Analyst in developing systems proposals, estimating cost of analysis, programming and processing services for projects
- Assist in aspects of design such as helping to prepare file structures, flow-charts and general block diagrams necessary to produce the outputs requested
- Fulfill administrative reporting requests eg. monthly progress reports
- Work as a team member on projects
- Any other duties assigned.

Applications should be submitted by July 4, 2008 to:

**The Human Resource Manager**  
**Corporate Services Division**  
**7 Cecelio Avenue**  
**Kingston 10.**  
or [h-r@statinja.com](mailto:h-r@statinja.com)



**Statistical Institute of Jamaica**