



JOB DESCRIPTION

Job Title: Web Manager
Department: Operations
Reports To: Director of Information Technology
Classification: Regular, Full Time, Exempt
Supervisory responsibility: No
Position Start Date: ASAP
Salary range: Depending on Experience

Position Summary:

This position is vital to the development and maintenance of public-facing web sites, APIs, and intranet properties. Responsibilities include maintenance of applications that affect multiple departments. This position takes responsibility for internal systems and oversees web development vendors to ensure consistency in process and code, manages code repositories and facilitates testing and deployment of production systems.

This position also plays a supporting role to the entire information technology infrastructure and support for Visit California staff. These responsibilities include end-to-end maintenance of our websites and our client experience. Demonstrable skills in programming and networking are required.

Key duties & responsibilities

Estimated % of Time:

- 30% Management of online systems, vendor oversight, system architecture
- 20% Auditing vendor code to ensure quality and security
- 20% Desktop/user support, network support, meeting logistics
- 20% Designing and building reports to indicate system health and program metrics
- 10% Other duties as assigned by supervisor



Essential Qualifications:

- Ability to communicate and work well with others in a professional office environment
- Education equivalent to a Bachelor's Degree or higher in an information technology/Web-related field.
- Web design concepts and terminology, experience with HTML, CSS, Linux, Windows Servers, IIS, .Net, C#, etc. Experience in application development lifecycle and project management lifecycle.
- Familiarity with Team foundation Server and source control
- MS SQL server, queries, SSIS packages, SSRS
- Strong organizational skills and ability to handle multiple tasks and meet deadlines
- Strong written and verbal communication skills

Compensation:

In addition to a competitive salary, Visit California offers an excellent benefit package. We also offer a fantastic PTO and holiday leave package, 401(k) plan, parking, job-specific skill training and much more!

How to Apply:

Please send your cover letter, resume, two (2) writing samples and salary requirements to Sacramento Staffing Agency, at help@sacramentostaffingagency.com.

Visit California has an organizational commitment to the principles of diversity and inclusion. In that spirit, we welcome all qualified individuals without regard to race, religion, color, sex, ancestry, gender, gender identity, sexual orientation, age, marital status, disability, national origin, medical condition, U.S. veteran/military status, pregnancy, or reasonable accommodation.