Web Applications Specialist  
Georgetown University Law Library – Washington, DC

Located in a historic neighborhood in the nation's capital, Georgetown offers rigorous academic programs, a global perspective, exciting ways to take advantage of Washington, D.C., and a commitment to social justice. Our community is a tight knit group of remarkable individuals interested in intellectual inquiry and making a difference in the world.

Requirements

Web Applications Specialist, Law Library - Georgetown University Law Center

Come work for Georgetown Law! As part of Georgetown University we offer a comprehensive benefits package that currently offers 16 paid holidays including a break between Christmas and New Years and full-time staff accrues 16 days of paid leave in the first year. Medical, dental, and vision insurance are subsidized. Plus, after serving for one year, staff receive tuition assistance if they pursue a degree while they work for the university. Further information is available on the Georgetown benefits site.

Job Summary:

This position develops and maintains the Law Library’s various websites running on Drupal, WordPress, and other electronic services to provide instructional and educational tools.

Under direct supervision, assists in research and fact-finding to develop or modify information systems. Assists in preparing detailed specifications from which programs will be written. Designs, codes, tests, debugs, documents, and maintains those programs.

What Your Key Responsibilities Will Be:

- Develop and maintain independent Drupal websites, for instance our Controlled Digital Lending site.
- Create and extend custom Drupal modules and theme templates.
- Maintains and develops web applications and resources for the Law Library’s website using WordPress, Microsoft Access, SQL, JSON and other technologies as needed.
- Produces detailed documentation of developed applications.
- Writes product and user documentation.
- Trains Law Library staff in the use of web authoring software such as a Content Management Systems (CMS), and in other technologies and software as needed.
- Maintains and improves own web programming skills and knowledge of educational technology.
What We Require:
- Bachelor’s degree or equivalent combination of work experience and education.
- Technology capabilities required for this position include deep experience with Drupal and competency with WordPress, and PHP or Python programming.
- Ability to work well in teams and with end-users.
- Written, verbal, and interpersonal communication skills.

What We Would Like You To Have:
- Drupal 7.x and Drupal 8.x custom module development.
- Experience with managing and developing Drupal websites, especially migrating sites from Drupal 7 to Drupal 8.
- Web Development
- Experience with programming/scripting languages such as Python, Java, Ruby,
- Experience with CSS.
- Experience in developing code that meets current security standards.
- Experience in implementing software to accommodate business needs.
- Experience in PHP or like development environment.
- Experience with Git version control.

How To Apply:
If you are interested and meet minimum qualifications, please follow this link to apply:


Pay Scale:
We offer a competitive salary along with outstanding benefits through Georgetown University.

Equal Employment Opportunity Statement:
Georgetown University is an Equal Opportunity/Affirmative Action Employer fully dedicated to achieving a diverse faculty and staff. All qualified applicants are encouraged to apply and will receive consideration for employment without regard to race, color, religion, national origin, age, sex (including pregnancy, gender identity and expression, and sexual orientation), disability status, protected veteran status, or any other characteristic protected by law.

Current Georgetown Employees:
If you currently work at Georgetown University, please exit this website and login to GMS (gms.georgetown.edu) using your Net ID and password. Then select the Career worklet on your GMS Home dashboard to view Jobs at Georgetown.
Submission Guidelines:

Please note that in order to be considered an applicant for any position at Georgetown University you must submit a cover letter and resume for each position of interest for which you believe you are qualified. These documents are not kept on file for future positions.

Need Assistance:
If you are a qualified individual with a disability and need a reasonable accommodation for any part of the application and hiring process, please click here for more information, or contact the Office of Institutional Diversity, Equity, and Affirmative Action (IDEAA) at 202-687-4798 or ideaa@georgetown.edu.

Need some assistance with the application process? Please call 202-687-2500. For more information about the suite of benefits, professional development and community involvement opportunities that make up Georgetown's commitment to its employees, please visit the Georgetown Works website.

EEO Statement:
Georgetown University is an Equal Opportunity/Affirmative Action Employer fully dedicated to achieving a diverse faculty and staff. All qualified applicants are encouraged to apply and will receive consideration for employment without regard to race, color, religion, national origin, age, sex (including pregnancy, gender identity and expression, and sexual orientation), disability status, protected veteran status, or any other characteristic protected by law.

Benefits:
Georgetown University offers a wide variety of comprehensive and competitive benefits. Benefits packages include comprehensive health, dental and vision plans, disability and life insurance coverage, retirement savings programs, tuition assistance, voluntary insurance options (including group legal, accident, and critical illness), and much more. Whatever your need, the Office of Faculty and Staff Benefits will be standing by to support you. You can learn more about the benefits offered to eligible faculty and staff at https://benefits.georgetown.edu or view the online interactive benefits.