

**KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISED/APPROVED JULY 2020
RANGE: 58.5
CLASSIFIED – OVERTIME EXEMPT
CODE: 2, 6**

**CSIS USABILITY DESIGNER/ENGINEER
(California School Information Services)**

DEFINITION

Under general supervision, contribute to the overall communications strategy of the organization by planning and executing web design, programming and analysis tasks supporting web sites and applications maintained by the California School Information Services (CSIS) for program staff, local education agencies, the California Department of Education, and other interested stakeholders. Promote implementation of technologies that foster clear, effective communication and collaboration, including both CSIS-to-client collaboration, as well as, client-to-client collaboration.

As a CSIS technical staff member, the CSIS Usability Designer/Engineer may lead technical and procedural efforts that establish, document and carry out detailed web sites and applications for CSIS clients.

EXAMPLES OF DUTIES

Define usability strategies and ensure consistency in graphical user interface (GUI) based on usability goals, focus groups, task analysis, cognitive walkthroughs, heuristics and other techniques to ensure a positive client experience;

create vector graphics and standards for design, site navigation, and layout of content (e.g., accessibility, fonts, formatting, icons, images, templates, etc.) that are clear, effective, and contribute to the overall communications strategy of the organization;

implement designs for web sites and applications using themes for enterprise content management systems and other custom software applications;

prepare technical documentation of design and complete software development activities which implement design standards including coding, unit testing and bug fixing/verification;

collaborate and communicate with a variety of internal and external partners using prototypes, wireframes, and interactive mockups;

champion users' needs while balancing the business case, technical constraints, release schedule, and articulate tradeoffs during the decision-making process.

QUALIFICATIONS

Knowledge of:

Communications, marketing and business principles and exhibit critical thinking skills including problem solving, decision making, and analysis in a Web 2.0/Enterprise 2.0 environment;

solid understanding of online analytics, metrics and terminology;

advanced interactive design principles, usability, and online branding.

Ability to:

Demonstrate technical skill in development using a combination of XHTML/CSS, CMS (Content Management System) Implementation, and/or Video production/motion graphics;

contribute to strategic optimization of web-based software products and services;

integrate creative skills with innovative problem solving techniques to develop design concepts and implement solutions;

quickly understand and become proficient in domain knowledge;

embrace a culture of continual improvement and focus on clients;

proven ability to meet deadlines while effectively working on concurrent tasks and with multiple entities;

work with formal organizational structures as well as with flexible teams;

build and manage constructive inter-personal relationships;

use excellent written and verbal communication skills.

Experience:

Software design, analysis, and development experience which includes cross-browser and cross-platform environment (Internet Explorer, Firefox, Safari on Microsoft Windows, Mac, etc.);

proficiency in HTML, CSS;

experience using tools such as:

Illustrator, Photoshop, Visio for prototypes, wireframes, and interactive mockups;
content management systems; and Google analytics for heuristics;

a minimum of two (2) years of experience in web design and implementation with a demonstrated understanding of graphic, web and software design principles, as well as, the limitations associated with these environments.

Experience working in K-12 education web-based communications and/or other communications/public relations environments is highly desirable.

Education:

Graduation from an accredited four-year college or university required.

Work experience resulting in an equivalent knowledge base may be substituted for the degree requirement on a year-for-year basis.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months.

RT: rn

7/20/2020

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