



JOB DESCRIPTION
SharePoint Developer

DIVISION: Accountability & Information Systems	GRADE: 130
DEPARTMENT: Enterprise Applications & Project Management	WORK DAYS: Annual
REPORTS TO: Director (IT Enterprise Application)	FLSA STATUS: Exempt

POSITION SUMMARY
<p>The SharePoint Developer will support the development and enhancements of a number of projects using Microsoft SharePoint and other technologies. This position works within an integrated team environment to design and develop cutting edge portal-based solutions for internal and external district customers. This will involve technical skills ranging from SharePoint 2010 and 2013 design, deployment and configuration, extending SharePoint and the development of custom web parts. The incumbent serves as technical point-of-contact for clients, including responsible for creating and maintaining new sites, site security, customized code development and deployment, gathering/resolving client feedback and managing the responses. It is expected the SharePoint Developer will stay abreast of new tools and emerging trends that can be used to add value to our project teams and/or clients.</p> <p>This position requires competence throughout the entire SDLC. The SharePoint developer should have experience using the SharePoint 2010/2013 frameworks as an application development platform. The incumbent should have a flair for innovatively using the SharePoint infrastructure for storing data, customizing search and storing documents by integrating external tools into the SharePoint framework and improving business processes and productivity.</p>

MINIMUM REQUIREMENTS
<p>EDUCATION:</p> <ul style="list-style-type: none"> • Bachelor's degree required in Information Technology, Computer Science, or related field.
<p>CERTIFICATION/LICENSE:</p> <ul style="list-style-type: none"> • Microsoft SharePoint Certification preferred.
<p>WORK EXPERIENCE:</p> <ul style="list-style-type: none"> • 3 years of experience as a SharePoint Developer performing analysis, design, development, and delivery of web-based applications with strong experience in a .NET framework. • Experience to support and manage the SharePoint Farm in Central Admin and Powershell Script will be plus. • Must have experience technically supporting SharePoint 2010/2013. • 1 of year experience with SharePoint/Performance point technologies including SharePoint 2010/2013, WSS 3.0, Web Services, InfoPath Forms Services, Excel Services, Workflow, SharePoint Designer, and Visual Studio. • 3 years SQL experience – to create stored procedure level SQL explicit queries. • 3 years utilizing the:NET Framework and supporting Microsoft technologies to design software architecture and develop web parts and/or web applications by using HTML, ASP:NET, C#, CSS,XML, JavaScript, JQuery and SQL Server. • Experience supporting a data warehouse environment and/or SSRS preferred.

KNOWLEDGE, SKILLS & ABILITIES
<ul style="list-style-type: none"> • Written and oral communication. • Listening.



- Strong technical skills.
- Possess mid-level to advanced application development of SharePoint products in a complex Microsoft server environment.
- Working knowledge of various tools SharePoint 2010/2013, WSS, Visual Studio, SharePoint Designer, and InfoPath Forms Services.

ESSENTIAL DUTIES

- Develops, designs, implements and maintains web applications and/or processes.
- Recommends and evaluates software, hardware and processes to the team and end-users.
- Supports new and ongoing SharePoint 2010/2013 projects.
- Identify, analyze, define, and coordinate user, customer and stakeholder needs and translates them into technical requirements.
- Assists with the development of the technical architecture for websites including hardware, software, scripting, database design and user interface design recommendations.
- Collaborates with network, operations, and internal staff to plan, design, develop, and implement web development, enhancements, and maintenance projects.
- Collaborates with network security team to ensure adequate security.
- Ability to design and code SharePoint 2010/2013 master pages, page layouts, themes and web parts.
- Collaborates with external vendors on special website events and/or specific design projects.
- Creates and maintains all related systems documentation.
- Performs other duties as assigned by the appropriate administrator.
- Required to attend scheduled shift during regular business hours as mandated.

PHYSICAL ABILITIES AND WORKING CONDITIONS

The Physical Abilities and Other Conditions of Continued Employment listed in this section are representative of, but are not intended to provide an exhaustive list of Physical Abilities and Other Conditions of Continued Employment which may be required of positions in this class. Atlanta Public Schools encourages persons with disabilities who are interested in employment in this class and need reasonable accommodation of those disabilities to contact the Human Resources Department for further information.

Vision: (which may be corrected) to read small print; view a computer screen for prolonged periods.

Hearing: (which may be corrected) to answer telephones and tolerate exposure to noisy conditions.

Speech: to be understood in face-to-face communications; to speak with a level of proficiency and volume to be understood over a telephone.

Upper Body Mobility: use hands and fingers to feel, grasp, and manipulate small objects; manipulate fingers, twist and bend at wrist and elbow; extend arms to reach outward and upward; use hands and arms to lift objects; turn, raise, and lower head.

Strength: to lift, push, pull and/or carry objects which weigh as much as 5 or more pounds on a frequent basis. Incumbent may be required to physically restrain parties involved in a conflict.

Environmental Requirements: encounter constant work interruptions; work cooperatively with others; work independently; work indoors.

Mental Requirements: read, write, understand, interpret and apply information at a moderately complex level essential for successful job performance; math skills at a high school proficiency level; judgement and the ability to process information quickly; learn quickly and follow verbal procedures and standards; give verbal instruction; rank tasks in order of importance; copy, compare, compile and coordinate information and records.

Additional Work Conditions & Physical Abilities: N/A.



Atlanta Public Schools assures Equal Employment Opportunities and equal education opportunities for employees and students as required by Federal and State Orders and Laws. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. This job description is intended to accurately reflect the position activities and requirements. However, management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.