



POSITION VACANCY ANNOUNCEMENT – RE-ADVERTISED

January 19, 2012

Closing Date: February 1, 2012

(Position will close after ten working days from date of listing or until filled.
Application review will begin on February 2, 2012).

Title: WEBSITE DEVELOPER

Position Number: 2212-9087

Grade: C118

Communications

DUTIES:

This position will oversee the redesign of the website of the Arkansas Department of Education. This will include migrating content from the existing website to the new website; serve as web manager for the ADE, coordinate web updates from various divisions to ensure consistency; help promote the agency and education in Arkansas through the website, social media and by assisting in other public relations activities, which will include writing.

SPECIAL REQUIREMENTS:

Technical skills regarding the Internet a must; creativity and writing skills also a must; experience in journalism or public relations, particularly with schools, would be an asset.

SPECIAL APPLICATION INFORMATION:

Only completed application with work history will be accepted. The work history section of the application must be completed. We do not accept resumes in lieu of completing this section.

MINIMUM QUALIFICATIONS:

The formal education equivalent of a bachelor's degree in computer science, mathematics, or related field; plus two years of experience in computer programming and analysis or a related area. Additional requirements determined by the agency for recruiting purposes require review and approval by the Office of Personnel Management. Other job related education and/or experience may be substituted for all or part of these basic requirements, except for certification or licensure requirements, upon approval of the Qualifications Review Committee.

PROCEDURE FOR APPLICATION:

Applicants must complete the Application for State Employment. Resumes may accompany, but will not replace the application. Application returns and requests must be directed to the Arkansas Department of Education (ADE), Human Resources Office, Room 112B, Four Capitol Mall, Little Rock, Arkansas 72201-1019, (501) 682-4211. **Visit our website at Arkansased.org or www.arstatejobs.com.** To make a call using the Arkansas Relay Service, dial 1-800-285-1121 (Voice) or 1-800-285-1131 (TDD) and for customer service, dial 1-800-285-7192 (V/TDD). Applications will be subject to inspection under the Arkansas Freedom of Information Act.

The Arkansas Department of Education is an Equal Opportunity/Affirmative Action Employer. All applicants will receive equal consideration without regard to race, religion, color, national origin, gender, sexual orientation, political affiliation, age, disability or any other non-merit factor. Qualified applicants with disabilities may request reasonable accommodation needed to participate in our application process.