
MARYLAND DEPARTMENT OF PLANNING

WEBMASTER II Announcement Number: 10-0388-910

The Maryland Department of Planning in Baltimore City is seeking a widely talented candidate to design, develop, implement, and maintain the agency's website.

This is a position specific recruitment. The resulting eligibility list will be used to fill this position or function only. Applicants certified to this list will remain eligible for a period of one year. Persons interested in future positions with the State of Maryland must re-apply at that time.

SALARY RANGE: \$42,632 - \$55,332 progressing to \$68,250* (Grade 17)

*The salaries referenced above are in accordance with the State of Maryland Executive Order 01.01.2009.11- Fiscal Year 2010 State Employees' Furlough and Temporary Salary Reduction Plan.

CLOSING DATE: FEBRUARY 18, 2010

POSITION DUTIES:

This webmaster will bring creativity and innovation to the design and functionality of Maryland Department of Planning website(s) by taking "ownership" of the Department's website. Successful candidate will develop the Department's site for PlanMaryland, the State Growth Plan, with an array of interactive tools for social networking, public outreach, and education (i.e. public forums, Web surveys, citizen photo galleries, interactive timelines, and scenario evaluations). To include the development, editing, post video and video graphics for online presentations. This person will assist with coordination of design navigation of departmental websites, including ones for the Maryland Historical Trust, State Data Center, and Jefferson Patterson Park & Museum.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

Education: Possession of an Associate of Arts degree from an accredited college or university in Web Development, Computer Information Technology, Management Information Systems or other information technology related field to include course work in web page design, development and programming.

Experience: One year of experience in web page design, development, and programming.

SELECTIVE QUALIFICATION: One year of the experience must have included work with HTML, Cascading Style Sheets (CSS), and Javascript. (These skills must be listed on your application with your experience to meet the qualifications for this position.)

- Notes:
1. Graduation from an accredited high school or possession of a high school equivalency certificate and an additional eighteen months of experience using software which converts other documents into web pages; or using web page developmental software; or writing HTML code; or converting data from project specifications by preparing program code using computer programming languages; or evaluating, implementing and maintaining computer hardware and software; or operating, manipulating, and controlling computer systems may be substituted for the required education.
 2. Graduation from an accredited high school or possession of a high school equivalency certificate and completion of an approved certification program for Web Professionals sufficient to provide the necessary skills to build and manage an organization's web site and to coordinate with inside and outside resources to accomplish that organization's web goals may be substituted for the required education.

3. Additional experience in web page design, development and programming may be substituted for on a year-for-year basis for a high school education.

To apply; send state application (MS-100) to:

**Maryland Department of Planning
Attn: Personnel Unit (C. Murphy)
301 West Preston Street – Suite 1101
Baltimore MD 21201**

PROCEDURES FOR APPLICATION: Qualified applicants must submit a State application (MS-100). Applications may be obtained by visiting: <http://dbm.maryland.gov> under “Job Seekers”. You must possess the minimum and selective qualifications to be considered for this position. All information used to determine your qualifications must be submitted by the closing date. Therefore, be sure that you accurately and thoroughly complete the application.

Please make sure that you provide sufficient information on your application (and on separate pages, if necessary) to show that you meet the qualifications for this recruitment. **All information concerning your qualifications must be submitted by the closing date. We will not consider information submitted after this date.** The examination will consist of a rating of your education, training, and experience related to the requirements of the position. Successful candidates will be ranked as Best Qualified, Better Qualified, or Qualified and placed on the employment (eligible) list for at least one year.

An Equal Opportunity Employer