



JOB TITLE: Junior Front End Web Developer

Division:	Information Technology	Reports To:	Director of IT
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SUMMARY: The Jr. Front End Web Developer is part of a team responsible for designing, developing, and maintaining the custom enterprise-level accreditation management system for ABET Headquarters operations. This position reports directly to the Director of IT.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Design: Design wireframes and user interfaces.
- Implementation: Code designs to requirements and integrations with other systems (internal and 3rd party).
- Testing: Build comprehensive unit tests during development for long-term regression testing and assisting users during user acceptance testing.
- Maintenance: Provide regular system maintenance and enhancements to the systems. Create necessary technical and support documentation.

SUPERVISORY RESPONSIBILITIES: NONE

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The required skills listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION and/or EXPERIENCE:

- 1-2 years of experience in computer science, computer engineering, software engineering, information systems, or a related field
- Bachelor’s or Associate’s degree from an accredited institution
- 0-2 years of experience programming in JavaScript, HTML, CSS, UI development

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Required Experience:
 - JavaScript, HTML, CSS, and UI development
 - Proficiency in the ReactJS client-side JavaScript framework is required, with familiarity in other frameworks such as Angular being a plus.
- Desired:
 - User experience (UX) design interest or experience
 - User interface (UI) design interest or experience
 - Microsoft Visual Studio, Visual Studio Code, or other Integrated Development Environment (IDE)
 - Git, GitHub, Jira, GitLab, or other source control and issue tracking systems
 - Other client-side JavaScript frameworks like Vue/Svelte
 - HTML5 with Less, Bootstrap, or other CSS frameworks like SASS/SCSS/Tailwind
 - Agile methodologies such as Scrum or Kanban
- Excellent problem-solving and analytical skills.
- Ability to work as both part of a team and independently.
- Excellent communication and interpersonal skills to work collaboratively with team members.

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PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk and sit. The employee is occasionally required to stand; sit; reach with hands and arms; and stoop, kneel, or crouch.

Occasional travel including overnight stays may be required.

The employee must occasionally lift and/or move at least 20 pounds. Specific vision abilities required by this job include close vision.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually quiet. There is a requirement to come into the office at least once a week, but new employees are expected to be in the office as often as possible during their initial period to facilitate onboarding and team integration.

ABET CORE VALUES

The Jr. Front End Web Developer will embody the ABET Core Values by respecting the contributions provided by her/his co-workers, ABET Experts and customers. The values we embrace:

- **Authentic** - My actions will reflect the respect I have for the professional relationships we have developed. I will balance my objectives with sensitivity for others while instilling trust in those with whom I work.
- **Business-Like** - I will conduct myself professionally at all times, while committing to delivering world-class results and satisfying experiences – both inside our organization and while interacting with our external stakeholders.
- **Expert** - I will demonstrate expertise in my area of responsibility, constantly challenging myself to learn more while applying those lessons learned to improving the efficiency and impact of our organization. I am also committed to taking advantage of the opportunities ABET provides me to refine my expertise and help further my professional development. I will seek out and participate in assignments that I am qualified by education and experience and will rely on the expertise of my peers in the areas outside of my own.
- **Targeted** - I will focus my efforts on specific objectives that will enable me to deliver results to create a positive impact to further ABET's core purpose.

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