



## Information Technology Associate

### **DESCRIPTION**

Community Health Charities is looking for a web developer to join our dynamic IT team based out of Alexandria, VA. This full-time position will have you working on a variety of projects from our Sitefinity CRM customer portal or our internal SharePoint intranet. The successful candidate will be a team player with a strong interest in web development and IT. Must enjoy working independently on various projects and eagerly willing to learn new skills.

### **ESSENTIAL FUNCTIONS**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Build and Maintain additional phases of existing customer portal
- Provide support to internal and external users
- Perform updates to portal site as needed
- Update and maintain SharePoint intranet
- Domain and DNS record management
- Assist with management of fundraising portal
- Assist with Email Marketing System as needed
- Other duties as assigned

### **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED TO PERFORM WORK**

- 1+ year of .NET web development experience
- Have a good eye for design concepts and good user experience/user interaction implementation
- Ability to analyze business requirements to recommend procedures for developing
- Ability to pick up technologies quickly and learn new skills
- Strong focus on security
- CSS/HTML
- JavaScript
- Excellent customer service
- Strong organizational skills
- Detail oriented

Desired skills:

- Sitefinity CMS
- Azure Web App Hosting/Azure SQL
- Dynamic CRM/365
- jQuery
- CRM Portal Connector
- Bootstrap
- Visual Studio

- Full Stack experience

## **EDUCATION REQUIRED**

- Associates' degree
- May or December 2018 graduates encouraged to apply

## **TO APPLY:**

Submit cover letter and resume to [careers@healthcharities.org](mailto:careers@healthcharities.org). Subject line should read "Information Technology Associate".

*It is the policy of Community Health Charities to provide equal employment opportunity to all qualified individuals without regard to their race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, or any other characteristic protected by law, in all personnel actions. CHC is a forward thinking organization and promotes from within.*

***Organizational core values: impact, innovation, integrity, team, inclusion.***

All employees are required to satisfactorily perform the essential duties and responsibilities of their positions. The essential duties and responsibilities listed above are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.