



Position: Web Designer/Developer
Reports To: Director of Marketing Communications

Date: September 2017

Position Overview:

The web designer/developer is responsible for the development and design of Continental Girbau corporate websites and their components. The developer will layout, design, develop, test and deliver website pages/sections, corporate intranets and online interfaces. Enhancements will be required on an ongoing basis. Best practices and design methods will be utilized to ensure the success of projects. The developer will have the ability to create web components from the requirements stage, through design and through production deployment. This position will also be involved with design materials for websites and web-based tools (selecting photos, type, illustrations, color, etc.) Experience in graphics, layout and programming are required. This position requires a highly motivated individual and will be involved in supporting the marketing communications department and the advertising needs of the company's divisions.

Experience / Skills Required

- Knowledge of InDesign, Photoshop, Illustrator, Dreamweaver, HTML, CSS
- Experience with Wordpress
- Very detail oriented
- Self-driven and proactive
- Great communication skills

Responsibilities:

Continental Girbau

- Assist with website updates for all CGI sites
 - Design and create graphic and web design components in conjunction with CGI branding
 - Update sites by updating content and graphics; assist with monitoring performance and results (future); identifying and evaluating improvement options; maintaining links
- Assist with Social Media (Facebook, LinkedIn, YouTube, Blogs, etc.)
- Update Express Laundry Centers website
- Landing page development for E-marketing campaigns
- Page development to support e-Newsletters
- Assist with development of Continental Core (CGI's web-based tools), Business Portal updates, SEO program

Continental Creative Services

- Updates to distributors websites on an as needed basis

Miscellaneous

- Maintain archive of images, photos or previous work products
- Filing
- Other duties assigned
- Strict confidentiality on all matters