



WordPress Developer

Department: Projects

FLSA Status: Hourly

Work Schedule: Remote Work

Job Status: Part time

Reports To: Project Manager

Positions Supervised: None

POSITION SUMMARY

The WordPress Developer is responsible for both back-end and front-end development, including developing and using WordPress themes and plugins, site integration, and security updates with a strong understanding of the latest industry trends and content management systems. A GreenCup Digital WordPress Developer can create attractive, user-friendly websites that perfectly meet the design and functionality specifications of the client.

ESSENTIAL FUNCTIONS

- Be an authority for clients, vendors, and contractors regarding Web Development using WordPress or other CMS
- Exhibit GreenCup Digital's Mission, Core Values, and Culture
- Meet with clients to discuss website design and function for lead generation or other client goals
- Designing a user interface with cross-browser and mobile compatibility standards
- Developing the website architecture with UX principles in mind
- Managing the website back-end including database, server, hosting optimization services, and domain name
- Install and maintain the best selection of WordPress themes, plugins, and libraries for the client
- Page Speed Optimization
- Troubleshooting and debug issues.
- Conducting WordPress training with the client
- Monitoring the performance of a live website
- Own the projects - Establish and maintain timelines for client projects in accordance with project scope
- Cross-selling to match client needs and GreenCup Digital offerings
- Communicate individual capacity level to Project Managers and Leadership

POSITION QUALIFICATIONS

- At least 2 years of WordPress Developer experience or related – required
- Good understanding of front-end technologies, including HTML5, CSS3, JavaScript, jQuery
- Experience building user interfaces for websites and/or web applications
- Experience designing and developing responsive design websites
- Comfortable working with debugging tools like Firebug, Chrome inspector, etc.
- Ability to understand CSS changes and their ramifications to ensure consistent style across platforms and browsers
- Ability to convert comprehensive layout and wireframes into working pages
- Knowledge of current industry trends and new developments
- Experience participating in client meetings, managing expectations, and conducting interdepartmental communication in a digital marketing or related environment
- Possess honesty, maturity, emotional control, and ability to maintain confidentiality
- Possess organization skills, self-motivation, and creativity alongside high levels of attention to detail
- Ability to communicate with team leaders and practice appropriate problem-solving techniques if the need arises.

I agree to assume the above listed responsibilities. I meet the essential job requirements as listed on the attached sheet, with or without accommodation. If accommodation is needed, it shall be agreed to in writing.

Applicant Signature: _____

Date: _____

HR and Management have reviewed this job description to ensure that essential functions have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills, and abilities. Additional functions and requirements may be assigned by team leaders as deemed appropriate.