

# Company Name

Street Address  
Your City, ST ZIP

## YOUR LOGO

- 1) Right click here
- 2) Select "Change Picture"
- 3) Navigate to your logo
- 4) Insert

## YOUR PLACE IN THE COMPANY: **Website Technician**

**YOUR LEADER:** Branding Manager

**WHO YOU LEAD, TEACH AND SUPPORT:** None

**HOW YOU HELP THE COMPANY SUCCEED:** Develop and maintain a company website by planning and executing a design, maintaining and upgrading website services, and updating content on the website.

### **MAIN RESULTS EXPECTED FROM YOU:**

- Ensure that website is consistent with the company's data relating to customer preferences and psychographics.
- Ensure that the appearance and content of the website enhances the company Unique Value Proposition and the Position Statement.

### **MAIN WORK YOU DO:**

- Develop site look and feel, navigation and structure in concert with a skilled and experienced subcontractor.
- Develop site content and graphics in line with company data relating to customer preferences.
- Avoid single person reliant website design by relying on WordPress-based site design using a widely available theme.
- Have, at a minimum, basic knowledge of WordPress, add-ons and plug-ins. Position does not require deep-coding activity knowledge, but that would be an additional benefit to the company.

The information above represents the **minimum** expectations for this position.

Please feel free to exceed those expectations.