

Position Specification – SharePoint Web Designer

1. ABOUT BSOLVE

bsOLVE delivers software and services to help people make sense of an increasingly information-rich environment. We do this by helping individuals and groups within businesses to intelligently consume, share, direct, analyse and act on information.

The company is a Microsoft Gold Certified Partner and is a leading provider of Information Worker solutions, specifically in the SharePoint arena.

2. THE POSITION

bsOLVE is currently looking for a talented and diligent individual with proven client interaction experience to function as a Web Designer on SharePoint, with exposure to some back-end work. Primary activities will involve working with:

- Theme design
- HTML content implementation and maintenance on internet-facing sites
- List configuration and display manipulation
- Custom form pages and layouts
- Data views
- XML and XSLT for rendering of RSS feeds
- Creation and styling of interfaces - buttons, headers, menus, lists, views etc.
- Scripting to enable client-side interactivity
- SharePoint Designer workflows

All activities involve direct client interaction and coordination within a team, so impeccable communication skills are non-negotiable.

3. OPPORTUNITIES EXIST TO GROW INTO

- Systems design

- Consulting with clients
- Team leading

4. YOU'LL REQUIRE THESE SKILLS

- A relevant degree or diploma from a recognized institution (Minimum requirement).
- Proven business experience within in a team-based environment
- Technical skills in the following areas:
 - HTML
 - CSS
 - JavaScript
- A passion for web design and development, with a showcase of own projects advantageous
- Knowledge of social media and web 2.0 technologies
- Understanding of the .NET environment and related tools
- Excellent language and communication ability, with the ability to clearly and concisely communicate requirements, deliverables and processes to clients.
- A keen eye for interfaces and usability

Advantageous skills:

- SharePoint experience
- ASP.net and C# skill
- An understanding of web services
- Experience rendering XML content dynamically using XSLT

5. DETAILED DUTIES

- Oversee design of standard SharePoint themes by junior team member(s).
- Develop custom master pages and page layouts in both standard HTML and using SharePoint placeholder components.
- Populate and maintain content updates within SharePoint lists, HTML and asset libraries.
- Create and maintain site structures in cooperation with the analyst team.
- Create and configure lists to serve as data storage for interaction solutions such as feedback and subscription forms, RSVP notifications, detail capture forms and workflows.
- Create and configure custom list forms for the solutions above to ensure efficient data capture and display.
- Configure data view web parts to customise display of list data to requirements.
- Design, create, maintain and distribute interface elements such as buttons, headers, backgrounds and dividers.
- Use XSLT and JavaScript to render XML data from RSS feeds and other data connections onto pages in various formats.
- Configure OOB web parts to serve specific functionality requirements



- Create basic SharePoint Designer-based workflows for notification, request and routing purposes

6. PERSONAL SKILLS

- Excellent problem analysis and definition.
- The ability to communicate requirements, limitations, dependencies and timelines clearly and concisely via either e-mail, phone or in person.
- An affinity to working as part of a team.
- Tenacious attitude towards solving tricky problems beyond normal working hours.
- The ability to calmly work under pressure.
- Curiosity with a tendency to constantly research new trends and technology advancements.
- Independence and self-management within a communicated set of team goals.
- Diligence and thoroughness in following up to ensure that requirements have been met.
- A good sense of humour!

7. YOU CAN BE DESCRIBED AS FOLLOWS

You have a passion for the web, and a keen interest in building the next generation of functionality using efficient platform software. You've dabbled with building your own little web projects and can whip up a JavaScript menu or display a blog feed in a tag cloud without fuss.

You're fanatical about web standards, not because people say that standards are good, but because you get upset when presentation and structure layers get mangled. You're open to open source thinking, but also have an understanding and appreciation of the power that Microsoft's platform integration approach holds, and love living between HTML, CSS, ASP.net and JavaScript.

8. TYPICAL SCENARIOS LIKELY TO BE ENCOUNTERED:

- The business analysis team has identified the need for a resource planning module within an existing client's intranet. Requirements have been gathered and documented, and the team lead has worked with you to arrive at the conclusion that a combination of custom lists, forms, a notification e-mail and a user-friendly interface comprising buttons and slider menus will be the most viable approach to delivering the system.

You're consulted by the team lead during the initial planning of the system, and then tasked with configuring all the necessary components and developing any workflows and interface elements needed. During this process, you are supported by the product specialist who assists with structure setup, permission configuration and testing, the junior web designer who provides any necessary graphical elements and theming, and

the senior analyst or consultant who liaises with the client to clarify requirements and deliver training.

- bSOLVe's SharePoint To-Go catalogue is expanded with a new solution which offers Project Management functionality to clients. You're involved throughout the entire process of brainstorming the solution framework, suggesting applicable and useful components, developing workflows to automate certain actions, and preparing the solution to be ready for packaging and deployment. After the system is released to the market, you're responsible for fielding any technical issues that arise during deployment with clients. You also stay involved in refining and improving the solution from both a technical and user perspective

9. INTERESTED?

Please send your CV **and a short motivation of why you'd like to join the bSOLVe team** to martin@bsolve.co.za

Thank you for your interest!