



YES I AM, Inc.

<http://www.yiam.us>

Web Designer/Application Developer Internship

Fall 2010

20-25 Hours Weekly

Summary:

YES I AM, Inc. is a non-profit Oklahoma-based educational organization created to establish charter schools and student organizations, and produce educational materials in various artistic forms of expression.

The Web Designer/Application Developer Intern will be responsible for supporting the existing company infrastructure as well as developing new technologies.

Job Duties:

Website

- Translating a client's informational or marketing content into a functional website
- Designing websites and ensuring that they are easy to access and visually effective
- Determining all necessary coding requirements for the site creation including forms, e-commerce capability, and specialized scripts
- Creating web pages in a combination of codes such as JavaScript, HTML, and Flash
- Developing templates of approved website layouts
- Coordinating with programmers and graphic designers for specialized scripts, integrating verbal and graphical content with site design, and posting completed site to internet server and search engines
- Making changes to the site and updating current information on web pages as directed by client
- Testing websites for functionality

Social Networking

- Creating and maintaining social networking sites
- Assisting in creating and updating blogs
- Participating in social networks and online communities

- Understand web TV, Youtube, podcasting, wikis and social bookmarking sites, and able to translate that knowledge into recommendations for the company

Skills

The Ideal candidate will also possess the following skills:

- Able to work independently and efficiently to meet deadlines
- Able to promptly answer support-related email, phone calls, and other electronic communications
- Self motivated, detail oriented, and organized
- Experienced with hardware and software issues
- Proficient in internet-related applications such as E-Mail clients, FTP clients, and Web Browsers
- Excellent communication (oral and written), interpersonal, organizational, and presentation skills
- Typing proficiency: 40-60 wpm

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and/or Experience:

- Working toward a Bachelors degree in computer science, MIS, or related experience
- The ability to communicate and teach non-technical users a must
- Excellent written and oral communication skills
- Experience with HTML
- Strong knowledge of JavaScript, Photoshop, Dreamweaver, and Flash
- In-depth knowledge of up-to-date web design trends and techniques
- A great attitude with ability to work in a small team
- Open mind and artistic creativity
- Strong attention to detail

For additional information:

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