



Example of Webmaster Job Description

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Our company is searching for experienced candidates for the position of webmaster. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for webmaster

- Act as the Technical Lead on new projects
- Identify, troubleshoot, and resolve application system issues to ensure systems are highly available, reliable and accurate
- Identify ways of optimizing the technical project process in partnership with our platform vendor and IT
- Work closely with Digital Marketing and eCommerce teams on new functionality and build releases for Marks.com and L'Equipeur.com sites, and alternate platforms (mobile, tablet)
- Work with our platform vendor and IT on road-mapping, testing, and assessment of new site enhancements, development of new platforms and design or structural changes
- Ensure content is optimized for the customer
- Provide content management for weekly and adhoc site changes
- Test every aspect of our site including images, pricing, promos, and content
- Test user experience and usability to help formulate site improvements
- Maintain and improve organic traffic through Search Engine Optimization (SEO) tasks

Qualifications for webmaster

- Prior experience with Web Content Management Systems
- Exceptional attention to detail in terms of documentation and usability of the website

- Experience in regulatory or audit related processes
- Ruby on Rails framework