
OKLAHOMA LOTTERY COMMISSION

Job Description

Software Developer

<i>Department/Division:</i>	Marketing
<i>Reports To:</i>	Marketing Manager
<i>Date Adopted:</i>	effective 5/31/18

PART I: DESCRIPTION OF POSITION

Position Purpose: This position is responsible for creating, maintaining and programming software required to support sales and marketing initiatives of the Oklahoma Lottery. This position will work with members of IT and Marketing departments to develop a ground up infrastructure for hosting promotions with web entries, developing and launching a native mobile app, creating a loyalty club database in addition to other development projects that support the strategic initiatives of the agency.

Principal Activities: The principal activities include the following:

- Demonstrates skills in a task oriented approach.
- Demonstrates excellent communication skills.
- Demonstrates the desire and ability to participate in all phases of software development processes.
- Creates, implements and maintains software programs and platforms necessary to carry out sales and marketing initiatives of the Lottery.
- Develops complete applications by coordinating requirements, schedules, and activities.
- Participates in team meetings.
- Troubleshoots development and production problems across multiple environments and operating platforms.
- Works with IT and marketing departments to develop web solutions as needed.
- Ensures website complies with all state accessibility requirements.
- Maintains and supports web-based applications.
- Integrates data from various back-end services and databases.
- Develops prototypes and architectures for new concepts and technologies.
- Maintains understanding of current web technologies and programming practices through continued education.
- Writes technical documentation defining project requirements.
- Independently researches and troubleshoots challenging application development problems using logical inquiry and reasoning.
- Develops and implements new features for Lottery website, mobile and windows applications.

- Performs other duties as assigned.

Core Requirements:

- High moral and ethical standards with clear understanding of security principles and best practices for both web and mobile platforms.
- Thorough understanding of ASP.NET framework with proficiency in C#, MSSQL and Javascript
- In-depth knowledge and experience programming in XHTML/HTML5, CSS (3), JQuery, Bootstrap and XML.
- Experience in Relational Database Design/Development and able to write procedures and queries (MSSQL).
- Ability to integrate data from various back-end services and databases.
- Capability to develop and integrate API's and web services.
- Skills in Windows application development.
- Experience developing native iOS and Android applications.
- Possesses detailed knowledge of Microsoft operating systems, applications and a broad knowledge of general IT systems.

Preference to applicants with understanding of:

- Experience with other software, languages, frameworks, web services etc. (Linux, PHP, MySQL, Apache, Azure, Visual Studio).
- Experience with content management systems development.
- Experience with windows IIS server management.
- Intuitive UI/UX design experience.
- CSS/JQuery and SVG Animation skills
- Adobe Creative Suite experience.
- Experience making parallax sites.
- Experience with Xamarin.

Essential Functions: Architect, develop, test, implement and maintain Web-based software applications and programs using: ASP, C#, Java, Flash, HTML, Javascript, CSS, SQL, MS SQL Server and other technologies. Knowledge of XML, XSLT, and the .Net framework is a plus.

Other Skills/Qualifications: Web User Interface Design, Multimedia Content Development, Software Debugging and Written Communication. Experience with IIS and other web server management.

Supervisory Responsibilities: This job has no supervisory responsibilities.

Conflict of Interest: All Oklahoma Lottery Commission employees are prohibited from having a financial interest in any vendor doing business or proposing to do business with the Commission. They may not participate in any decision involving a retailer with whom they have a financial interest. If they leave employment with the Commission, they may not represent any vendor or lottery retailer before the Commission for a period of two (2) years following termination of employment with the Commission.

Background Investigation: Oklahoma Statutes require that a background investigation be conducted on each applicant who has reached the final selection process prior to employment by the Commission at

the level of division director and above and at any level within any division of security and as otherwise required by the board of trustees of the Oklahoma Lottery Commission. The Commission shall pay for the actual cost of the investigations. The results of a background investigation shall not be considered a record open to the public pursuant to the Oklahoma Open Records Act. The Commission is prohibited from employing any person who has been convicted of any felony or a misdemeanor involving illegal gambling or involving moral turpitude, or any person who is awaiting sentencing on a plea of guilt or nolo contendere to such a felony or misdemeanor.

PART II: KNOWLEDGE AND BACKGROUND REQUIREMENTS

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. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the position. Some travel may be required. May require that employee has a valid driver's license and personal auto insurance.

Preferred Education and/or Experience: Bachelor's degree in Computer Science, Computer Engineering or similar; equivalent combination of training and experience.
3-5+ years of experience in development of web-based software, components and services using Microsoft .NET and familiarity with other web development technologies.

Language Skills: Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers and the general public.

Mathematical Skills: Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory and factor analysis.

Reasoning Ability: Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Literacy: listed above in core requirements.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee is occasionally required to stoop, kneel, crouch, crawl, climb, or balance. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distant vision, depth perception, and ability to adjust focus.

Work Environment: The work environment of characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The work environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, or public/private vehicles, for example, use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals, etc. The work area is adequately lighted, heated, and ventilated.