



**University of Maryland Biotechnology Institute
Office of Information Systems
Baltimore, Maryland**

**VACANCY ANNOUNCEMENT
Search Extended – New Applicants Only***

**This job posting reflects recent revisions*

- Title:** Web Master/ Web Graphics Designer
- Category:** Regular, Exempt Staff
- Qualifications:** Bachelors Degree with strong ability to do web graphics design and programming is required. Strong interpersonal communications and customer service skills. Strong ability to learn new technical skills and help others to build web content. Strong ability to resolve problems with web content. Knowledge and understanding of HTML is required. Ability to create new web templates with web graphics and animation is also required.
- Responsibilities:** Serve as liaison for and support UMBI web publishers and editors and analyze new requirements. Maintain quality control of the content on the UMBI websites. Design new web templates and enhance templates and pages for the UMBI websites. Work with developers and systems administrators to meet requirements for new functionality. Work with testers to test website functions. Review web statistics and provide management reports as required. Other duties as required.
- Salary:** Commensurate with Experience
- Position Available:** Upon Completion of Search
- Applications:** Please send a cover letter (referencing **position# 300948**), resume, and the names and contact information of three references directly to: jobs@umbi.umd.edu
- Closing Date:** Application review will begin on **July 7, 2008** and will continue until a suitable candidate is selected.

Visit our website at www.umbi.umd.edu

UMBI is committed to affirmative action and equal opportunity employment. As required by the 1986 Immigration Act, applicants should be prepared to present acceptable documentation showing their identities, their U.S citizenship or alien status, and their authorization to work in the United States.