



BẢN MÔ TẢ CÔNG VIỆC
JOB DESCRIPTION FORM

Chức danh: <i>Position Title</i>	Web Developer	Phòng ban: <i>Department</i>	Marketing
Người nắm giữ vị trí công việc: <i>Position Holder</i>		Báo cáo cho: <i>Reports to</i>	Marketing Manager

Nhiệm vụ/ Trách nhiệm chính
Main Responsibilities/ Key Accountabilities

- Develop, manage and operate website in Wordpress & PHP
- Analysing requirements, writing specifications, improving UI/UX, designing database & coding
- Developing new function
- Submit website to create more links and increase rank of the site
- Writing Web pages in a combination of codes such as PHP, HTML, JavaScript, CSS, MySQL
- Developing templates of approved website layout.
- Create responsive page from design files
- Making changes to the site and updating current information on web pages as directed by client.
- Testing websites for functionality and as per user requirements.
- Managing SEO project with the third-party

Yêu cầu Học vấn và Kinh nghiệm/ Đặc tính
Qualification and Experience Requirement/ Specifications

Học vấn/ Education : University/College Graduate or equivalent, preferably in IT or relating technical areas.

Kỹ năng & Kinh nghiệm/ Skills & Experience :

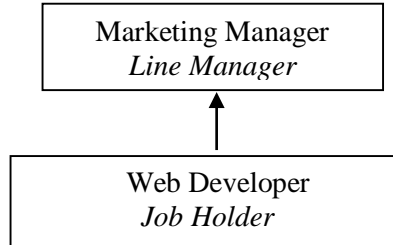
- Minimum 1 year of working experience with PHP/ Wordpress
- Good knowledge of SEO
- Strong knowledge and experience in HTML, CSS, JavaScript.
- Create responsive HTML sites from visual designs.
- Good knowledge in MySQL
- Experience manage website, hosting, domain
- Experience with Bootstrap CSS Framework
- Experience in Resposive website development
- Strong email marketing is a plus
- Good knowledge of cross platform / cross browser compatibility.
- Ability to work independently and teamwork.
- Open-minded and willing to learn new concepts/technologies

Please send your CV and supporting documents to our email address or by post:

- Address: 47-49 Truong Dinh, Ward 6, District 3, Ho Chi Minh City
- Email address: chau.qm.huynh@ama.com.vn

Đường báo cáo
Line of Command

Sơ đồ tổ chức
Organizational Chart



Phê duyệt bởi/*Approved by*

Xác nhận bởi/*Acknowledged by*

Chữ ký của Trưởng bộ phận

Signature of the HOD

Tên & Chức vụ

Name & Title:

Ngày/ *Date:*

Chữ ký của nhân viên giữ vị trí công việc

Signature of the Jobholder

Tên & Chức vụ

Name & Title:

Ngày/ *Date:*