



WISE
Advise + Assist Team

Web Designer

Summary

WISE Advise + Assist Team is looking for a talented and efficient Web Designer who will be responsible for front-end development to create innovative designs for excellent user experience. As a Web Designer, you will be building responsive WordPress themes and developing functional components and features for many of our clients' websites and landing pages.

Responsibilities

Main duties will include, but not limited to:

- Collaborate within a multi-disciplinary team to define and implement innovative solutions
- Execute all visual design stages from concept to final product.
- Conceptualize original ideas that bring simplicity and user friendliness to complex design roadblocks
- Create wireframes, storyboards, user flows, process flows and sitemaps to effectively communicate interaction and design ideas
- Conduct user research and evaluate user feedback
- Establish and promote design guidelines, best practices, and standards
- Design and implement new features and functionality
- Establish and guide the website's architecture
- Assist with formulating and maintaining an effective, responsive design
- Collaborate with executives, Project Manager Lead, and cross-functional leads on complex projects and strategic assignments
- Participate in team and cross-capability recruiting, interviewing, and staffing
- Problem-solve program and project issues
- Assist teams in resolutions
- Actively seek out ways to improve team and client communication
- Develop processes that lead to more effective collaboration
- Deliver constructive feedback while outlining and facilitating development plans where needed

About the Job

The WISE Team is made up of an all virtual workforce. With the challenges of working virtually, in a fast-paced environment we are made up of strong and unique individuals who create our team first company culture.

A successful WISE Team Member enjoys continually learning new things and is constantly improving themselves. They are a strong communicator who is able to communicate complex ideas, listen well, and maintain excellent customer service. They are organized and detail oriented. They have the ability to accept feedback and make adjustments based off of that feedback. They take pride in their work and maintain a high level of quality control. They have exceptional time management and are great at multitasking. They also enjoy new challenges and changes to their work environment.

Most importantly a successful WISE Team Member is authentic, versatile, a self-starter, and a team player.

We look forward to meeting you!

Minimum Qualifications

- Associates degree with related work experience
- 1+ years experience in a design-related role



WISE™

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- Solid understanding of front-end technologies, specifically Beaver Builder
- Experience building user interfaces for websites and/or web applications
- Experience designing and developing responsive design websites
- Ability to understand CSS changes and their ramifications to ensure consistent style across platforms and browsers
- Ability to convert comprehensive layout and wireframes into working HTML pages
- Solid experience in creating wireframes, storyboards, user flows, process flows and site maps
- Experienced developing and maintaining WordPress sites
- Outstanding time management skills
- Exceptional problem-solving skills
- Strong communication skills, both verbal and written
- Detail oriented
- Manage a high volume of work in a fast-paced and ever-changing environment
- Able to present designs and key milestone deliverables to team and clients
- Team player
- Creative
- Portfolio of web and digital work ready for presentation

Preferred Qualifications

- Bachelor's Degree in Graphic Design, Web Design, Multimedia, or equivalent
- 2+ years of experience in a design-related role
- 1+ years of experience with HTML, CSS, JavaScript, and PHP
- 1+ years of experience with WordPress, Custom WP Themes and WP plug-ins
- Proven UI/UX experience

Computer Requirements

- For the home wireless system:
 - Strong Internet Connection
 - Have a firewall to protect wireless internet.
 - Not allow others to use their wireless internet.
 - Use strong passwords for the wireless system and firewall (not the factory installed).
- Computer:
 - Have 2-factor authentication for computer and critical software.
 - Encryption for hard drive
 - Good security software (McAfee, Norton, MalwareBytes, etc)
- If traveling or working outside the house:
 - Do not use unsecured public Wi-Fi
 - Tethering or VPN to protect internet usage
 - Never leave computer unprotected - especially if it is on and unlocked

Additional Information

- Supervisory Responsibility: This position has no supervisory responsibilities.
- Position Type and Expected Hours of Work: This is an hourly, contract position.
- Other Duties: Please note this job listing is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.