



TORs for web Designer

Main Objectives:

- To update/design the KRCT website, to make it more user-friendly, organized and innovative
- Train KRCT staff (coordinator) on how to use a Content Management System (CMS) - to ensure easy updating
- To introduce innovative services such as marketing and promotion of CPWR (Center for Promotion of Women Rights) work
- To create the CPWR web site from the scratch, wherein they can promote and sale products
- Train CPWR staff on how to update and upload documents and products
- General web site maintain until the end of 2017.
- To streamline content creation and advance productivity

General tasks:

- General consultancy on orientation about the site and its related architecture
- Implementation of new architecture and graphics
- Assist in inputting content into current templates for the website
- Training for staff on use of the Content Management System
- Advising, testing and installation
- Promotion of site at search engines

Duties and Responsibilities

The web designer will work under supervision and will perform the following tasks to support process of re-design and construction of the **website**, in consultation with the KRCT Management.

Stage 1: Review, Consult and Recommend

- Make recommendations for redesign, usability and technical requirements
- Make recommendations regarding web traffic software for detailed reports of visitors to the website
- Submit workplan to be reviewed and approved by KRCT
- Provide and install a tool to confirm the compatibility of the HTML pages with other devices

Stage 2: Design

- Attend and participate in a meeting with KRCT content providers and users to understand various needs and to make a presentation on the proposal including template design options
- Create templates necessary for the site using the CMS and the actual corporate design
- Maintain cross-platform, cross-browser compatibility so that the web site is accessible from a variety of different environments and electronic devices (pocket pc, wireless etc)
- Maintain adherence to Web standards and Accessibility
- Review content of website

Stage 3: Integrate Content with Design

- Assist KRCT in the input of all content using the CMS
- Incorporate KRCT feedback from Stage 2 into this phase
- Develop graphics, logos and related multimedia content where necessary
- Determine appropriate compression techniques, resolutions, sizes, color maps, and depths to insure that images are delivered at sufficiently high speed and quality

Rr. Hamëz Jashari, 16b/2 Lagja Dodona, 10000 Pristina, Kosovo

Tel/Fax: +381 (0)38 243 707

e-mail: info@krct.org

ëëë.krct.org

Stage 4: Test

- Check bugs and problems, diagnose and fix them

Stage 5: Follow-up and Continuity

- Assist/advise KRCT on the development of various web-based tools we may wish to develop
- Provide complete technical documentation related to site and its components
- Provide a diagram, site map of the website
- Train selected staff in all software and technical requirements related to website renovation

DURATION : 08.02.2017 – 28.02.2017

Qualifications and Experience**Technical Background on Web-site Development:**

- Minimum of 2 years extensive experience in web development, graphic design and implementation of information-rich, user-friendly and large websites
- Extensive experience with CMS including experience with both commercial and Open Source systems
- Advanced proficiency with HTML, including style sheets, templates, complex tables and image maps. Must possess working knowledge of basic composition, page layout, art and office/web software packages such as MS Word, Excel, Dreamweaver, Adobe PageMaker, Illustrator, Photoshop and Acrobat (or Open Source Software equivalents)

Other Technical requirements:

- Experience in web development programming languages (PHP, perl, ASP, Python, JSP etc.)
- Experience with photographic manipulation, digital painting. Digital audio and video experience highly desirable
- Experience with new technologies like RSS, podcasts etc. highly desirable
- Experience with web servers (Apache, Tomcat, IIS, Zope etc.)

Communication / Management:

- Good command of written and spoken English
- Excellent communication and interpersonal skills
- Willingness to work with minimum supervision

Education:

- Bachelor's degree in Information Technology, Computer Science or any computer related field.

This call is open until **Monday 6th of February 2017**

CV and offerings of candidates should be sent at e-mail: info@krct.org