



Kitsap Public Health District
**Information Technology Specialist 4 -
Programmer/Developer**

SALARY	\$38.26 - \$53.84 Hourly \$6,632.00 - \$9,332.00 Monthly	LOCATION	98337-1866, WA
JOB TYPE	Regular Full-Time	JOB NUMBER	2025-014
DIVISION	Administrative Services Division	PROGRAM	Information Technology Program
OPENING DATE	09/16/2025	CLOSING DATE	Continuous

Job Summary

Information Technology Specialist 4 - Developer/Programmer Information Technology

Our Role: Want to do meaningful work that has a real impact in our community? Come join our team-oriented, family-friendly organization of over 120 talented public health professionals. We work hard every day to keep Kitsap County healthy and safe.

The Position: Under the general direction of the Information Technology Program Manager, the incumbent ensures the effective development, implementation, evaluation, and support of a variety of custom databases and ASP.NET database applications developed and utilized by the District. The incumbent demonstrates a high level of professional competence in ASP.NET development and database programming through both supervised and independent work assignments. Serving as an expert resource and advisor, the incumbent also performs analysis, system design, project management, and quality assurance.

Hours: 40 hours per week – 100% FTE, requires occasional evening and weekend hours.

Status: Permanent full-time position.

Benefits: The District offers a comprehensive health benefit plan which includes medical, dental, vision, and life coverages, including several voluntary plan selections through The Standard, MetLife, and Aflac. The District contributes the following percentages of the average medical and dental insurance premium cost for full-time employees: Employee @ 100%, Employee & Spouse @ 90%, Employee & Child(ren) @ 90%, and Full Family @ 85%. Benefits include generous paid time off and twelve paid holidays per year. Employees participate in the Public Employees Retirement System (PERS), a defined benefit retirement plan managed by the Washington State Department of Retirement Systems and Social Security. Several deferred compensation retirement savings plans are also offered.

Please note:

- After a successful initial trial service period of at least three months, a limited hybrid remote work arrangement may be established as mutually beneficial.
- Applications will be reviewed upon receipt.

Essential Functions

Position-Specific Essential Functions:

- Develops, maintains, and optimizes ASP.NET web applications using C#.
- Designs, develops, manages, and maintains relational databases in SQL Server.
- Implements database backup and recovery strategies.
- Applies technical expertise involving database design and development, systems analysis, and programming techniques required to create and maintain agency information systems.
- Maintains appropriate records and documentation of the software developed.
- Performs project management for large and/or complex projects.
- Creates and maintains secure web-based programs to run as multi-user applications on the network or internet.
- Participates as a member of the Quality Improvement Council and District quality improvement efforts regarding IT needs.
- Provides the highest level of customer service and support to users of all skill levels.
- Conveys highly technical data in layman's terms to users.
- Develops effective working relationships using tact, diplomacy, and sensitivity when communicating in person or in writing.
- Responds to District staff IT needs, which may involve extensive interactions with users of all skill levels to determine requirements, educate them on system/software capabilities, and research and issues.
- Coordinates with other Information Technology staff to establish and maintain the security and confidentiality of District data, which may include sensitive or confidential information.

General District Functions:

- Accurately completes and submits electronic timecard on a weekly basis as required.
- Maintains accurate and organized records, databases, systems, and files.
- Prioritizes and plans own work activities. Uses work time and resources effectively.
- Prepares a variety of letters, memos, forms, reports, and other documents; operates computers utilizing a variety of software programs, including database and word processing applications, to produce documents with clearly organized thoughts using proper sentence construction, punctuation, and grammar.
- Responds to public health emergencies as required by the District.
- Participates in quality improvement efforts.
- Serves as a resource person for staff in their area of expertise.
- Demonstrates cultural humility and embeds health equity into all aspects of assigned work and associated interactions.
- Works both independently and within a collaborative team-oriented environment; contributes openly, disagrees respectfully, understands the ideas of others, listens well, and works for consensus.
- Models a Lean Six Sigma organizational culture that promotes the practice of respect for people, openness, trust, safety, transparency, collaborative problem solving, managing with data, in the pursuit of incremental continuous improvement and assurance.
- Establishes and maintains cooperative, effective working relationships with coworkers, other District employees, and the public using principles of good customer service.
- Reports for scheduled work with regular, reliable, and punctual attendance.
- Performs other duties as assigned.

PHYSICAL DEMANDS & WORKING CONDITIONS

- Work is performed primarily indoors in an office environment, with occasional travel to attend meetings, conferences, seminars, etc.
- Requires the ability to communicate with others orally, face to face and by telephone.
- Requires manual and finger dexterity and hand-eye-arm coordination to write and to operate computers and a variety of general office equipment. Requires mobility to accomplish other desktop work, retrieve files, and to move to various District locations. Requires visual acuity to read computer screens, printed materials, and detailed information. Essential duties may involve occasional kneeling, squatting, crouching, stooping, crawling, standing, bending, climbing (to stack, store, or retrieve supplies or various office equipment).
- May occasionally be required to work a varying schedule which may include evenings and weekends.
- Frequently required to perform work in confidence and under pressure for deadlines, and to maintain professional composure and tact, patience, and courtesy, at all times.
- The environment is dynamic and constantly changing, resulting in continually re-evaluating and shifting priorities.

- Requires the ability to lift and/or carry objects and materials weighing up to ten pounds. Occasionally, the incumbent in this position may be required to lift and/or carry objects and materials weighing up to twenty pounds. Rarely, the incumbent in this position may be required to lift and/or carry objects and materials weighing up to fifty pounds (to move equipment, etc.).
- May be required to stay at or return to work during public health incidents and/or emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

Education & Experience

- A bachelor's degree in computer science or a related field; **and**
- Three years of information technology experience involving software systems design, ASP.NET, use of C#, development, programming, and analysis within a network environment;
- Five years of experience designing and implementing relational databases, with a complete and thorough understanding of and experience writing complex queries and stored procedures; **or**
- A combination of education and experience which provides the necessary knowledge, skills and abilities required to perform the work.

Knowledge of:

- ASP.NET web application development using C#.
- Relational database design and implementation in SQL Server.
- Complex SQL queries, stored procedures, and database optimization.
- Database backup, recovery, and security strategies.
- Systems analysis, software development, and project management practices.
- Secure programming techniques and quality assurance in software development.

Ability to:

- Design, develop, and maintain ASP.NET applications and SQL Server databases.
- Manage complex IT projects from planning through completion.
- Troubleshoot and resolve technical issues effectively.
- Document systems and processes clearly and accurately.
- Communicate technical information in clear, non-technical terms.
- Provide responsive, customer-focused technical support to users of all skill levels, emphasizing clear communication, problem-solving, and user education.

Preferred Qualifications

- Experience with MVC or Blazor web application development.

Licenses, Certificates, & Other Requirements

- None

To view the opportunity and complete the required electronic application, please visit the Careers page of our website at kitsappublichealth.org or GovernmentJobs.com.

Employer

Kitsap Public Health District

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