

# UNITED STATES COURT OF APPEALS FOR THE FEDERAL CIRCUIT



## POSITION VACANCY ANNOUNCEMENT

<b><u>Vacancy #:</u></b>	CAFC 25-05
<b><u>Closing Date:</u></b>	Open until filled
<b><u>Position Title:</u></b>	Web Developer and Graphic Specialist (Web Developer)
<b><u>Grade/Salary:</u></b>	CL 27 – CL 28 (\$67,660 - \$131,826) Salary determined by qualifications and experience as outlined below.
<b><u>Position Location:</u></b>	U.S. Court of Appeals for the Federal Circuit 717 Madison Place NW, Washington, DC 20439

### **About the Court**

The United States Court of Appeals for the Federal Circuit (CAFC) is unique among the thirteen Circuit Courts of Appeal. It has nationwide jurisdiction in a variety of subject areas, including international trade, government contracts, patents, trademarks, certain money claims against the United States government, federal personnel, veterans' benefits, and public safety officers' benefits claims. For additional information about our court please visit our [public website](#).

### **Position Overview**

The Web Developer and Graphic Specialist position is in the Information Technology Office (ITO) and reports to the Technology Enhancement Manager. ITO provides technology-based tools and services to support the court's mission in an efficient, secure, and reliable manner, while delivering excellence in customer service. The incumbent will perform essential duties to assist the applications development team with the support, maintenance, and enhancement of web-based applications including but not limited to development of interactive touchscreen content using a content management system, process automation, mobile/responsive websites and applications, workflow management software, calendaring, reports, and business intelligence dashboards.

Representative duties are intended to illustrate the major duties and responsibilities that are performed by this position. Representative duties may be adjusted, and additional duties may be added, based on the operational needs of the court. Responsibilities may include but are not limited to:

- **Web and Graphic Design and Implementation:** Design, develop, and maintain the court's external websites and internal intranet portal. Create digital content for public interactive touchscreens to enhance user experience. Utilize modern software systems to generate website structure, design, and layouts to serve dynamic user needs. Create responsive web designs that function across various devices and browsers. Design professional graphics, icons, and visual elements for digital and print media. Create infographics and data visualizations to communicate complex information. Design user interface elements for court applications and websites. Develop and maintain the court's visual identity and branding standards. Use multimedia, graphic software, and other tools to redesign information

into a more understandable form for web dissemination

- **Application Support and Maintenance:** Maintain and troubleshoot custom and licensed web applications and software. Develop, operate, and maintain all court websites and pages using established web technologies and programming languages. Support and enhance the court's internal, external websites, and integrated library system. Collaborate with Applications Developers on front-end interface development. Assist in coding and testing court applications. Develop front-end components that integrate with backend systems. Implement user interface designs for custom applications. Participate in application development sprints and planning. Conduct code reviews for front-end and interface elements. Support application deployment and post-implementation maintenance.
- **Stakeholder Engagement:** Work closely with court unit and chambers staff to identify and define website content. Perform conversions of existing information into web format. Convert end user processes and procedures into a more intuitive form. Collaborate with content owners to implement web updates. Provide technical guidance on web content management and graphic design. Train court staff on web publishing procedures and basic graphic design principles. Solicit and incorporate feedback from stakeholders and end users. Document user requirements and translate them into technical specifications. Build and maintain relationships with court departments to understand their specific needs.
- **Web-Based Applications Development:** Design and develop web interfaces for court applications. Create web-based forms and interactive elements. Integrate web interfaces with backend systems and databases. Implement single sign-on and authentication mechanisms. Develop RESTful APIs and web services. Test and optimize web applications for performance and usability. Implement content management systems and custom web applications.
- **Accessibility and Standards Compliance:** Ensure all web content and graphics meet Web Content Accessibility Guidelines (WCAG) standards. Conduct regular accessibility testing and remediation. Maintain compliance with Section 508 requirements. Implement national and local judiciary security standards for web applications. Keep current with evolving web standards and best practices. Perform cross-browser and cross-platform compatibility testing. Document compliance measures and testing results. Ensure all web elements and designs comply with the court and program office style guidelines, visual standards, and branding requirements.
- **General Responsibilities:** Communicate clearly and effectively, both orally and in writing, to explain complex operational matters and concepts to individuals and groups with varying experience and backgrounds. Interact effectively with the public and staff, providing quality customer service and solutions while complying with regulations, rules, and procedures. Develop, implement, and maintain written procedures for assigned functions. Comply with the Guide to Judiciary Policy, applicable Administrative Office policies and procedures, internal controls guidelines, and all local policies and procedures. Abide by the Code of Conduct for Judicial Employees and court confidentiality requirements. Always demonstrate sound ethics and good judgment. Display a careful and deliberate approach in handling confidential information in a variety of contexts.

## **Required Qualifications**

### **Education**

At a minimum, candidates must possess a high school diploma or equivalent.

### **Specialized Experience**

- **CL 27 (\$67,660 - \$110,012):** Candidates must have a minimum of two (2) years of specialized experienced, which is defined as progressively responsible technical experience directly related to the position responsibilities listed above. Examples may include experience designing,

implementing, programming, and maintaining operational systems or applications; performing system testing and analysis; and/or implementing system improvement initiatives, integrations, and updates. One year of specialized experience may be substituted by a bachelor's degree in computer science, information systems, or a related field from an accredited college or university and superior academic achievement as listed below.

- **CL 28 (\$81,117 – \$131,826):** Candidates must have a minimum of four (4) years of progressively responsible IT experience that provided thorough knowledge of the theories, principles, practices, and skills required to provide technical and functional support of Microsoft 365. The experience must include mentoring others, leading technical teams, or providing deep subject matter expertise used to advise leadership on the technical direction of the organization. One year of specialized experience may be substituted by a bachelor's degree in computer science, information systems, or a related field from an accredited college or university and superior academic achievement as listed below.

### Superior Academic Achievement

- An overall "B" grade point average equaling 2.90 or better of a possible 4.0; AND/OR
- Standing in the upper third of the class; AND/OR
- "3.5" average or better in the major field of study, such as Computer Science or a related field that would prepare a candidate well to perform in this position; AND/OR
- Election to membership in Phi Beta Kappa, Sigma XI, or one of the National Honorary Scholastic Societies meeting the minimum requirements of the Association of College Honor Societies, other than Freshman Honor Societies.
- Completion of one academic year (18 semester or 27 quarter hours) of graduate study at an accredited college or university. A degree program in computer science, information systems, or a related field is preferred.

### Required Competencies

- Web Development Proficiency: Mastery of HTML, CSS, and JavaScript for creating responsive, accessible websites. Ability to write clean, efficient, and maintainable code following current industry standards (e.g., W3C guidelines). Experience with content management systems (CMS) such as WordPress or Drupal. Knowledge of front-end frameworks (e.g., React, Angular, or Vue.js) to build interactive user interfaces
- Graphic Design Skills: Expertise in Adobe Creative Suite (e.g., Photoshop, Illustrator, InDesign) for creating high-quality visual assets. Strong understanding of typography, color theory, and layout design to produce professional graphics for web and print. Ability to develop wireframes, mockups, and prototypes that align with user experience (UX) principles.
- Accessibility and Compliance: Knowledge of Section 508 and WCAG (Web Content Accessibility Guidelines) to ensure digital content is accessible to all users. Ability to implement and test websites for compliance with federal accessibility standards.
- Problem-Solving and Technical Competence: Ability to troubleshoot and resolve technical issues related to web functionality and design integration. Competence in analyzing user needs and translating them into functional digital solutions.
- Communication and Collaboration: Skill in communicating technical concepts to non-technical stakeholders (e.g., agency staff, supervisors). Ability to work collaboratively with cross-functional teams, including IT specialists, content creators, and management.
- Project Management: Experience managing multiple projects with attention to detail and adherence to deadlines. Ability to prioritize tasks in a fast-paced environment while maintaining quality standards.

## **Preferred Qualifications**

- **Advanced Web Technologies:** Familiarity with back-end development (e.g., Python, PHP, or Node.js) for full-stack capabilities. Experience with RESTful APIs, web services, or database management (e.g., SQL, MySQL).
- **UI/UX Design Expertise:** Proven experience in user interface (UI) and user experience (UX) design, including conducting user research or usability testing. Knowledge of tools like Figma, Sketch, or Adobe XD for designing intuitive interfaces. ***Hands-on experiences or in-depth knowledge of Intuiface or similar interactive digital experience platforms is a strong plus.***
- **Federal Experience:** Prior work in a federal civilian environment, particularly with the U.S. Courts or similar agencies, demonstrating familiarity with government protocols and security requirements. Understanding of federal IT policies, such as FISMA (Federal Information Security Management Act).
- **Certifications:** Relevant certifications, such as Certified Web Developer (CIW), Adobe Certified Expert (ACE), or CompTIA IT Fundamentals. Project management certifications (e.g., PMP or Agile Scrum) to demonstrate organizational skills.
- **Portfolio:** A strong portfolio showcasing both web development projects (e.g., live websites or code samples) and graphic design work (e.g., branding, layouts, or digital media).
- **Emerging Trends:** Awareness of current trends in web development (e.g., progressive web apps, mobile-first design) and graphic design (e.g., minimalist design, animation). Experience with version control systems like Git for collaborative development.

## **Application Process**

To be considered application packages must include:

1. Cover letter of no more than two pages, wherein the applicant describes the knowledge, skills, abilities, and/or experience that would make them well qualified to fill this position.
2. Résumé outlining educational background, employment history, and other relevant information.
3. Academic transcripts for education substitutions ONLY.
4. Completion of the online AO-78, Federal Judicial Branch Application for Employment.
5. Completion of the online testing modules.

Once you have the cover letter, résumé, and academic transcripts (if required) (items 1, 2, and 3 above) readily accessible in PDF format, follow the link below to submit your files and complete the online AO-78 and online tests (items 4 and 5 above): <https://www.ondemandassessment.com/link/index/JB-1IKCEQQ8D?u=1142493>

Applicants who require an exception to the online application may contact Human Resources to request an alternate method using the following email: [hr@cafc.uscourts.gov](mailto:hr@cafc.uscourts.gov). Applications submitted to this email address will not be reviewed or considered.

## **Benefits Information**

The candidate selected for this position will be eligible for a generous federal employee benefits package which includes:

- Paid vacation and sick leave, paid parental leave, and 11 paid federal holidays per year.
- Optional participation in Federal Employees Health Benefits plans (health, dental and vision); Federal Employees Group Life Insurance; Flexible Benefits Program.
- Public transportation subsidy, on-site fitness center, Employee Assistance Program (EAP).

- Participation in the Federal Employees Retirement System (FERS). Optional participation in Thrift Savings Plan (up to 5% employer matched contributions).
- Public Service Loan Forgiveness program pursuant to the term of the ([PSLF](#)) program.
- For more benefit information visit the [Judiciary's Benefits Page](#).

### **Additional Information**

Only those applicants selected for an interview will be contacted and must travel at their own expense if an on-site interview is necessary. The court reserves the right to modify the conditions of this announcement, commence interviews immediately, withdraw the announcement, or fill the position at any time, any of which actions may occur without notice.

The position will report to downtown Washington, DC; however, limited telework may be available on an ad hoc basis and/or according to agency policy. Employees of the United States Court of Appeals for the Federal Circuit are excepted service, at-will appointments. Federal government civil service classifications or regulations do not apply. All offers of employment are provisional pending successful completion of a background check or investigation and a favorable employment suitability determination. Initial and continued appointment in this position is conditioned on a favorable moderate risk, five-year background investigation (renewed every five years). An unfavorable investigation at any point during employment may lead to removal. This position is subject to Electronic Funds Transfer (EFT) for payroll deposit.

Must be a U. S. citizen or eligible to work in the United States. Non-citizens may be interviewed and considered for employment, but employment offers will only be made to individuals who qualify under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). Under 8 U.S.C. § 1324b(a)(3)(B), a lawful permanent resident seeking citizenship may not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen), at which point he or she must apply for citizenship within six months of becoming eligible and must complete the process within two years of applying (unless there is a delay caused by the processors of the application). Non-citizens who have not been permanent residents for five years will be required to execute an affidavit that they intend to apply for citizenship when they become eligible to do so.

The U.S. Court of Appeals for the Federal Circuit is an Equal Opportunity Employer.