# Loudoun County Public Schools

HUMAN RESOURCES AND TALENT DEVELOPMENT
JOB CLASS SPECIFICATION

Certified: 5/5/2026

## Application Developer

Pay Scale: B
Level: 14
FLSA Status: Exempt
Job Family: Information Technology
Primary Location: Administration Building

**Department Overview**
The Department of Digital Innovation (DDI) contributes to the infusion of digital innovation into teaching and learning, as well as the operations of LCPS, by providing leadership and support in all areas of digital innovation planning and technology resource management. DDI is committed to building a transparent open organizational environment providing students, teachers, parents, administrators, and the community with highly functional technology that is easy to use, reliable, and cost-effective to support a consistently superior level of instruction and student achievement. The Department includes the following teams: Enterprise Resource Planning, Enterprise Solutions, Digital Experience, and Infrastructure & Engineering.

**Job Overview**
The Application Developer supports LCPS programs by building and maintaining robust, user-centered web applications. This role utilizes both standardized web technologies and low-code platforms, primarily OutSystems. The Application Developer collaborates closely with team members and stakeholders in an Agile environment to clarify requirements, develop user-centered solutions, and ensure accurate documentation that aligns with the LCPS mission. Responsibilities include developing new features, maintaining existing applications, participating in agile sprint processes, and providing clear technical communication. The Application Developer is detail-oriented, adaptable, and committed to continuous learning and standardized development practices.

**Roles and Responsibilities**
*The following information is intended to describe the overall nature and scope of the work being performed. This is not a comprehensive listing of all responsibilities or tasks; work may differ and other work may be assigned when deemed appropriate.*

- Provides technical, design, development, and implementation support for web applications, ensuring usability and adherence to LCPS standards
- Develops and maintains applications using low-code platforms (e.g., OutSystems) and approved web technologies, including ongoing maintenance, documentation, and improvements
- Develops, tests, and implements optimized and functional web applications
- Troubleshoots issues, identifies root causes, and implements effective, timely solutions
- Stays current with relevant technologies to resolve technical problems and to recommend enhancements that support program efficiency and user experience
- Maintains a strong understanding of information systems, data sources, and digital workflows to support accurate and reliable application functionality
- Works closely with team members to diagnose, document and resolve technical issues, ensuring all delivered solutions are stable, functional and aligned with business requirements

**Qualifications**
*Below are the minimum qualifications for this job. Equivalent combinations of education and experience are also acceptable.*

**Education**
Bachelor's Degree in Computer Science, Management Information Systems (MIS), or related field

**Experience**
Experience with low-code platforms (e.g., OutSystems) for application development
Experience with HTML, ASP.NET, JavaScript, JQuery, CSS, Bootstrap and Visual Studio
Experience working in Agile development environments, including sprint planning, backlog refinement, and iterative delivery
Strong visualization and user-interface design experience

**Licenses and Certifications**

**Knowledge, Skills, and Abilities**
- Strong understanding of relational databases, including experience writing and querying SQL server
- Excellent communication skills and the ability to work with customers on varied projects
- Ability to multitask with strong time management and organizational skills
- Familiarity with low-code development best practices and building maintainable, scalable applications

**Physical Requirements**
*The following provides a brief description of physical requirements for this job:*

While performing the duties of this job, the employee is regularly talking, expressing, or exchanging ideas by means of the spoken word. The employee must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly. The employee must possess normal cognitive abilities including the ability to learn, recall and apply certain practices and policies. Frequently sitting and/or remaining in a stationary position for long periods of time. Exerting up to 25 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

**Equal Opportunity Employment**
The Loudoun County School Board seeks to cultivate a high performing team of professionals focused on its mission and goals. The School Board values merit and excellence within its workforce and encourages the highest levels of professionalism for all its employees.

The School Board also recognizes and values the diversity of the students and broader community it serves and encourages diversity within its workforce.

The Loudoun County School Board is an Equal Opportunity Employer. The School Board does not discriminate against qualified applicants or employees on the basis of actual or perceived race, national origin, ancestry, color, sex, sexual orientation, gender identity, pregnancy, childbirth or related medical conditions, marital status, age, religion, disability, genetic information, veteran status or any basis protected by law.

**ADA Accommodations Disclosure**
Under the Americans with Disabilities Act (ADA), Loudoun County Public Schools is required to provide reasonable accommodations to qualified employees with disabilities, unless doing so would pose an undue hardship. Qualified employees are those who hold the necessary education, skills, and experience for the job; and who can perform its essential responsibilities, with or without accommodation.

**Remote Work Disclosure**

The following guidelines apply to jobs and positions where employees have been identified as having the potential to work remotely. Remote work is defined as completing one's duties and responsibilities at a site other than one's assigned duty location. In order to be eligible for remote work privileges, an employee must have demonstrated consistent, positive performance and have the support and approval of their direct supervisor. In addition, these employees must have reliable high-speed internet and a designated workspace that allows them privacy while completing sensitive and confidential work. Employees who are non-exempt and are working remotely will work their regular scheduled hours and gain prior approval from their supervisor if they work more than 8 hours a day or more than 40 hours in a workweek. Remote work privileges can be amended, changed, or revoked based upon the performance of the employee, as well as the needs of Loudoun County Public Schools.