The Leptos Group has been a leading force in the Cyprus economy for 60 years. Its diversified presence covers the areas of property development, construction, hotels, property management, travel, insurance brokerage, healthcare and education.

Leptos Estates, member of Leptos Group, is seeking to recruit in Paphos, an experienced:

**WEBMASTER**

**Job Responsibilities**:

* Making sites easy to use, attractive and secure
* Updating daily with new images/videos/SEO friendly content/google maps etc
* Testing websites across browsers, operating systems and devices including mobile phones
* Monitoring online traffic and conversions
* Ensuring functionality and efficiency of sites and web servers
* Maintain, configure and troubleshoot
* Ensure site security by setting up firewalls and login pages
* Optimize loading speeds and capacity
* Debug pages and fix broken links or images
* Monitor and analyze site performance (e.g traffic, conversions)
* Address complaints

**Key competencies:**

* Detail-oriented and an excellent communicator
* Balance of a creative eye with an analytical mind is essential
* Strong troubleshooting and analytical abilities
* Excellent communication and teamwork skills
* Ability to generate creative ideas
* Attention to detail and outstanding organizational skills

**Qualifications and Experience:**

* BSc/BA in Computer Science, Design or a related field is preferred
* Knowledge of IT security
* Expert in building websites also on WordorWordpress
* Working knowledge of programming languages and operating systems
* Knowledge of website management tools
* Online marketing and SEO skills
* Proven experience as a [Webmaster](https://resources.workable.com/webmaster-interview-questions) or [Web Developer](https://resources.workable.com/web-developer-job-description)
* Familiarity with web standards
* Proficient in HTML/CSS, XML; knowledge of SQL and Javascript is preferred

**Salary and benefits:**

* Remuneration package based on qualifications and experience
* Provident fund

**Apply to**: Human Resources Department

Email: vacancies@leptosestates.com
All applications will be treated in strictest confidence