Terms of Reference for Software Consultant

1. Introduction:

The Department of National Registration (DNR) is responsible for managing citizen registration and related services. To enhance the efficiency and user-friendliness of its systems, DNR is seeking the expertise of a Software Consultant to address various issues and implement improvements in its existing software applications.

2. Scope of Work:

Under the guidance and supervision of DNR, the Software Consultant will be responsible for the following tasks:

2.1   Online Sync:

- Identify and resolve issues related to online synchronization of data within the DNR software systems.
- Implement solutions to ensure seamless and reliable synchronization of data across all online platforms.

2.2   Online File Manager:

- Evaluate the existing online file manager used by DNR.
- Recommend and implement a more user-friendly and efficient online file manager solution.
- Ensure smooth transition and compatibility with existing systems and workflows.

2.3   Data Validation:

- Address and rectify any issues related to the input and storage of phone numbers and email addresses within the DNR software systems.
- Implement necessary changes to ensure proper formatting and validation of phone numbers and email addresses.

2.4   Bulk Application Moderation:

- Develop a bulk application reject feature as per the requirements specified by DNR.
- Ensure efficient processing and management of rejected applications in bulk.

2.5   Back Channel Sync:

- Implement synchronization between the online platform and the National Registration System (Nares) when applications are rejected by citizens.

- Ensure accurate and timely updating of data between the two systems to maintain data integrity.

2.6 Dependents' Contact Number:

- Design and integrate a text field within the application form to collect phone numbers of applicants' dependents.
- Ensure proper validation and storage of collected phone numbers.

2.7 Current Address:

- Implement a feature to collect and store the current address of the applicant within the DNR software systems.
- Ensure accuracy and completeness of address information for effective citizen registration.

3. Required Expertise and Qualifications

3.1 Bachelor's degree in computer science, Software Engineering, or related field with a minimum of 5 years of experience in software development and consulting OR Diploma in Computer Science, Software Engineering, or related field with a minimum of 7 years of experience in software development and consulting OR minimum of 10 years of experience in software development and consulting.

3.2 Proficiency in programming languages and technologies relevant to software development.

3.3 Experience with database management systems and software integration.

3.4 Strong problem-solving skills and ability to work independently.

3.5 Excellent written and oral communication skills in English and Dhivehi, Facilitating effective communication within a multidisciplinary team and collaboration skills.

3.6 Demonstrate and safeguard ethics and integrity.

4. Immediate Supervisor and Reporting:

The Software Consultant will report directly to the Head of IT Department at the Department of National Registration.

5. Monthly Remuneration:

The successful candidate will be paid a sum of MVR 35000.00 (inclusive of pension contribution) per month for the contract duration.

6. Contract Duration:

The contract duration for the Software Consultant position is 4 months from the date of signing. If needed extensions to complete the entire scope of work can be discussed provided sufficient progress.

Velaanaage(4th Floor) Ameeru Ahumadh Magu, Henveyru, Male'   ވެލާނާގެ(4 ވަނަ ފަންގިފިލާ) އަމީރުއަހުމަދު މަގު، ހެންވޭރު މާލެ

☏ +(960) 3033200 / +(960) 3033215   ✉ admin@dnr.gov.mv