

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



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NATIONAL CENTRE FOR INFORMATION TECHNOLOGY

Ref no: (IUL) 164-H/1/2019/68

Date: 08th August 2019

SENIOR SOFTWARE ANALYST

National Centre for Information Technology (NCIT) was established on the 25th of March 2003 by Government of Maldives as the main government agency for the development, promotion and propagation of Information Technology (IT) in the Maldives.

As such, the NCIT wishes to hire **One (1)** energetic, self-motivated, organised and enthusiastic Software Analyst to lead the software requirements analyzing and re-engineer/re-designing of the Government E-Letter Management System (GEMS) and related e-Service Development Projects.

Scope of Work

- Manage ICT projects across all the project activities for multiple projects across all project phases, including initiation, planning, execution, monitoring, control and closure.
- Prepare and maintain the project documentation/records
- Create project teams, assign individual responsibilities, create project schedules, and determine and acquire the resources needed.
- Communicate and collaborate with internal and external customers as needed in regards to project deliverables including managing expectations, presenting and interfacing with sponsors.
- Coach and train project team members on project management methodologies and approaches.
- Plan and implements project schedules to ensure the completion of projects on schedule and within budget and quality constraints.
- Monitoring and reports project status and other performance measurements to key stakeholders.

- Assist in stakeholder analysis and development of business requirements and any request for proposals that may be required to continue with the project.
- Assesses project issues and risks and develop resolutions and mitigation strategies to meet project requirements.
- Work collaboratively with project team and other project stakeholders to determine technical direction and approach to system analysis, design and implementation.
- Conducts project closeout evaluations and communicates lessons learned and best practices to project team.
- Make recommendations to management about schedules, prioritization and resource allocation with input from team members.
- Create and implement the Quality Assurance Standards for the projects
- All tasks and activities required to provide support for the e-government applications as well as applications developed for the government and/or state.
- Grow software engineering teams by interviewing, recruiting and hiring in collaboration with the HR Section.
- All other tasks or activities required to fulfill the Contractual obligations including administrative tasks, planning, exchanging correspondence, etc.

Mandatory Requirement

- Degree in Information Technology, Software Engineering, Computer Science or Related Field.
- 5+ years of experience in documenting user requirements and the testing of applications

Added advantages

- 5+ years practical hands-on experience in writing user requirements
- Good understanding of Agile methodology and tools
- Understanding in all areas of software development cycle
- Project Management Skills – Good planning, scheduling, and analytic skills
- Good writing skills in Dhivehi and English

Competencies

Ethics and Values: Demonstrate and safeguard ethics and integrity;

Organisational Awareness: Demonstrate corporate knowledge and sound judgment;

Development and Innovation: Take charge of self-development and take the initiative;

Work in teams:	Demonstrate ability to work in a team environment and to maintain effective working relations with people of different technical and non-technical backgrounds; Encourage learning and sharing of knowledge;
Communicating and Information Sharing:	Facilitate and encourage open communication and strive for effective communication; Strong interpersonal skills
Self-management and Emotional Intelligence	Stay composed and positive even in difficult moments, handle tense situations with diplomacy and tact, and have a consistent behaviour towards others;
Conflict Management:	Surface conflicts and address them proactively acknowledging different feelings and views and directing energy towards a mutually acceptable solution;
Appropriate and Transparent Decision Making:	Make informed decisions quickly and taking ownership of services and applications.

Reporting Obligations

The Consultant will be reporting to the lead developer of the NCIT development team.

Duration

2 years (Renewable after 1 year based on performance)

Remuneration

Fee: MVR 23,500/-

Contents of job application

The job applications should comprise the following documentation, and late submission of any of the documents will not be accepted:

- Letter requesting for the job,
- Portfolio of Work (Online, GitHub,etc.)
- Colour Copy of Identification Card,
- Copies of academic certificates (Recognized)
- Curriculum Vitae
- Copies of reference provided by previous employers

Further information

Further information will be provided upon request through email to jobs@ncit.gov.mv

In this context, the National Centre for Information Technology invites interested candidates to send applications, along with relevant documents to:

National Centre for Information Technology
64, Kalaafaanu Hin'gun,
Male', Republic of Maldives
Phone: + (960) 334 4000

Alternatively, you may email the above documents to the email address: jobs@ncit.gov.mv

Deadline: 26th August 2019 (Monday) before 13:30 Hrs