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Date: 02nd October 2019

SOFTWARE ANALYSTS FOR E-SERVICES DEVELOPMENT PROJECT

INTRODUCTION

The National Centre for Information Technology (NCIT) wishes to hire an energetic, self-motivated, organized and enthusiastic Software Analyst for the e-Services Development Project.

OBJECTIVES

The objective of the Software Analyst is to work with NCIT team to analyze software requirements and re-engineer/re-design the business processes using modern technologies/techniques to transform public services through e-Service delivery.

DURATION

2 years

KEY TASKS AND RESPONSIBILITIES

1. Responsible for managing individual components / applications and ensure timely delivery of such components / applicants.
2. Responsible for gathering and documenting business and technical requirements and redefining workflow processes
3. Carryout re-engineering of existing business processes and design the software application for optimum performance and efficiency with necessary control mechanisms to ensure security and integrity of software applications delivered.
4. Responsible for analyzing and evaluating existing or proposed systems in creating solutions that meet user specification using techniques such as structured analysis, data modeling and information engineering.
5. Prepare detailed specifications from which programs will be written.
6. Prepare and maintain project documentations, which includes project plans, schedules, budgets, etc. Also ensure project is implement according to schedule and within the budget.
7. Responsible for carrying out feasibility study (technical, operational, financial) of existing or proposed systems
8. Working closely with developers and end users to ensure technical compatibility and user satisfaction. Assists in the interpretation of program specifications, program design and problem solving.

9. Develop and document application test plans based on software requirements and technical specifications. Responsible for functional and quality testing of new and existing software applications. Maintaining a comprehensive checklist of application functionality and related tests
10. Prepare training materials and provide practical training and assessment on new software systems / modules deployed.
11. Manage and carryout all activities involved in system deployment and provide onsite technical support.
12. Writes technical documentation, standard operating procedure and user manuals in accordance with standards.
13. Prepare project report for stakeholders every two weeks.
14. All tasks and activities required to provide support for the e-government applications as well as applications developed for the government and/or state.
15. All other tasks or activity required to fulfill the contractual obligations including administrative tasks, planning, exchanging correspondence, etc.

QUALIFICATIONS

EDUCATION

- Must have a Diploma in a related field
- Preference will be given to Bachelor's degree in a related field

EXPERIENCE

- Applicants with diploma must have minimum 2 years' experience in documenting user requirements and the testing of applications. Applicants with degree must have minimum 1 year experience in documenting user requirements and the testing of applications.
- Preference will be given to 3 years+ practical hands-on experience in writing user requirements
- Preference will be given to those who have a good understanding of Agile methodology and modeling tools
- Preference will be given to those who have experience of UML Modelling
- Experience and understanding in all areas of software development cycle.

PERSONAL SKILLS & COMPETENCIES

- Strong interpersonal skills.
- Ability to assess and communicate issues clearly.
- Strong problem-solving skills.
- Ability to document requirements using Unified Modelling Language (UML)
- Attention to detail.
- Able to multi-task.
- Strong commitment with good history of previous job commitments.
- Ability to work under pressure and deliver objectives
- Strong time management skills

REMUNERATION

MRF 12,000/-

WORKING HOURS

Full time: 8:00am – 2:00pm (if required 5:00 pm, time should be adjustable in order to achieve the objectives)

Interested candidates please apply in writing with CV and copies of relevant certificates to:

National Centre for Information Technology

64, Kalaafaanu Hin'gun,

Male', Republic of Maldives

Phone: + (960) 334 4000/ Fax: (960) 334 4004

OR email to: jobs@ncit.gov.mv

Deadline: 10th October 2019 (1330 Hrs)