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MINISTRY OF HEALTH
DEPARTMENT OF PUBLIC HEALTH
ACCELERATING MATERNAL AND CHILD HEALTH PROJECT
Project Management Unit

Ref.No(7) PMU/AMCHP/202~~4~~/ 7~~2~~   **5 February 2025**

Re-announcement of Vacancy

The Ministry of Health is pleased to announce the vacancy of ICT Specialist under the Accelerating Maternal and Child Health Program (AMCHP) as detailed below:

Position Title	Slots	Qualification Requirement	Contract Term
ICT Specialist	2	Bachelor in Computer Science and Engineering or related field	1 year To be extended to 3 years based on the performance

Interested candidates are requested to submit the required information and documents within 6th to 12th Feb, 2025 to the Project Management Unit Office, Department of Public Health. Please contact Ms. Tika Maya Ghalley at #77897054 or email her at tikka.ghaley@gmail.com for any clarification.

Documents required:

1. Curriculum vitae (CV)
2. No Objection Certificate, if employed
3. Bachelor's degree transcripts and certificate
4. Security Clearance
5. Medical Certificate
6. CID Copy
7. Merit Certificates, if any

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Brief Background on the Project:

The AMCH project is aimed at improving mother and child health and nutrition services for pregnant and lactating women (PLW) across all districts. It provides Social and Behavior Change Communication (SBCC) to all registered Pregnant and Lactating Women (PLW) and Conditional Cash Transfers (CCT) to eligible PLW through Tracking Information System(TIS).

The AMCH project management is under the responsibility of the Project Management Unit (PMU) under the department of Public Health (DoPH) at the Ministry of Health (MOH). The PMU is responsible for planning, coordinating, monitoring and evaluation, performance tracking, financial management, procurement, social and environmental management, effective record keeping and data management systems and progress reporting of all project activities in close collaboration with all relevant stakeholders including other departments of the Ministry of Health.

1. **Key Responsibilities of ICT Specialist:**

The ICT Specialist will play a pivotal role in supporting, managing, and maintaining Tracking Information Systems to implement the Maternal and Child Health Outcomes Program. This involves registering, enrolling, tracking, and monitoring beneficiaries under the project. The specialist will ensure the systems remain operational and effective for seamless functionality. The ICT Specialist will work under the direct supervision of the Chief of Digital Service Operation and Maintenance (DSOM, GovTech) and collaborate closely with the Project Director of AMCHP. Key responsibilities include the following:

- Assist the team with the maintenance, enhancement, and operational management of the Tracking Information System (TIS).
- Provide support to health workers to ensure seamless access and efficient data management within TIS.
- Do in-house and hands-on training to build other's capabilities within the DSOM, GovTech.
- Facilitate service improvements for TIS users, focusing on effective beneficiary data management.
- Conduct data analysis to support decision-making processes and enhance system entry accuracy to minimize errors.
- Prepare and generate reports on a monthly, quarterly, half-yearly, and yearly basis, or as required by the World Bank and the PMU, for monitoring and management purposes.
- Address system-related issues, queries, and problems reported from the field, ensuring prompt resolution.
- Maintain system uptime, manage user access, and troubleshoot to ensure smooth functionality.
- Perform any additional tasks assigned by GovTech or the PMU.

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2. Educational & other Qualifications

The ICT Specialist should possess a four-year honors degree in Computer Science & Engineering or a related field. Candidates with a relevant master's degree will be given preference. However, educational qualifications, experience, and age requirements may be relaxed for highly qualified internal project/program staff within GovTech. Preference will also be given to candidates with experience working on World Bank-funded projects.

The ideal candidate is expected to have the following skills:

- Database Management
- Data Maintenance
- Frontend & backend technology used in the development of TIS
- Server administration and security
- Process Improvement
- Requirements Analysis
- Database Security and Integrity
- Developing and Implementing Standards
- Database Performance Optimization
- Operating System Proficiency

3. Experience

At least 03 years relevant work experience in reputed organizations (after graduation full time work experiences will be counted). Prior experiences to work with GovTech will be given preferences.

4. **Age Limit**: Maximum 40 years at the last date of application

5. **Salary**: 62,000/- (Lumpsum)