Ministry: Information and Communication Technology

Post: Chief Technical Officer, ICT

Salary: Rs 108,000 (04 00 98)

Effective Date: 16 May 2014

Qualifications:

A. A degree in Computer Science or Computer Engineering or Information Systems or Information Technology or a degree with Computer Science or Computer Engineering or Information Systems or Information Technology as a major component from a recognised institution.

B. A Master’s degree in the field of Information Technology or Telecommunication or Business Administration from a recognised institution.

C. Candidates should –
   (i) reckon at least 10 years’ experience at senior management/technical level;
   (ii) have the ability to provide strategic and visionary advice whilst keeping abreast of new trends in the ICT sector;
   (iii) be able to lead and motivate teams of technicians and experts in the field of ICT; and
   (iv) possess excellent organising, communication and interpersonal skills.

Candidates should produce written evidence of experience claimed.

Role and Responsibilities: To play a leading role in providing strategic direction for the development and growth of the ICT Sector.

Duties:

1. To be responsible to the head of the Ministry for the performance of the following duties –
   (a) to formulate and implement policies and strategies in the ICT sector;

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for Senior Chief Executive
Ministry of Civil Service and Administrative Reforms
16 May 2014

Date..........................
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PUBLIC SERVICE COMMISSION REGULATIONS

(b) to advise on the appropriate legal framework relating to ICT and its
optimal use across all sectors;

(c) to ensure –

(i) the implementation of the appropriate recommendations in
the National ICT Strategic Plan;

(ii) the functional alignment of the technical divisions of the
Ministry;

(iii) the provision of effective ICT support services to
Ministries/Departments;

(iv) the continuous review of operational procedures for
effective service delivery in the ICT sector;

(v) the establishment of IT security standards and
implementation of best IT security practices and the
dissemination of knowledge on information security;

(vi) the promotion and adoption of new technologies and best
practices in ICT;

(vii) the promotion of capacity building in ICT;

(d) to monitor progress in the implementation of e-government projects
and to advise on corrective measures needed, if any;

(e) to evaluate e-government projects to assess the impact of service
delivery;

(f) to liaise with the appropriate national and international stakeholders
on professional and technical matters relating to ICT; and

(g) to prepare short-term and long-term plans in the context of
Programme Based Budgeting (PBB) and Performance Management
System (PMS) and to ensure the monitoring and implementation of
these plans.

2. To perform such other duties directly related to the main duties listed
above or related to the delivery of the output and results expected from the
Chief Technical Officer, ICT in the roles ascribed to him.

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[Signature]

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