

Benazir Income Support Program (BISP)
National Social Protection Program (CR.5973-PK)
TERMS OF REFERENCE
SOFTWARE PROJECT MANAGER

A. BACKGROUND:

Initiated in July 2008 by the Government of Pakistan (GoP), BISP is the first ever comprehensive and countrywide Social Safety Net (SSN) programme. BISP's primary aim is to eradicate poverty through provision of unconditional and conditional SSNs. Unconditional SSNs through cash injection enhance buying capacity of the disadvantaged families. Through conditional SSNs schooling of the children aged 05-12 is supported. Between 2008 and 2012, BISP carried out a National Socio-Economic Survey (NSES) to take stock of the socio economic status of entire population of the country by applying a comprehensive Proxy Means Test (PMT) to NSES in order to identify eligible beneficiary families with PMT scores less than 16.17.

It is widely acknowledged that household demographics change to a considerable extent over a duration of five years, and, often, economic registries have errors at three levels i.e. (i) design, (ii) Implementation, and (iii) time/aging factor which in turn affect the measure of accuracy. In consideration of these, this year, BISP has initiated a fresh National Socio Economic Survey to update its National Socio-economic Registry (NSER).

The World Bank is actively engaged with the GoP and BISP since 2009. The World Bank's initial support to BISP came through sectoral Development Policy Credit (US\$150) in 2009, accompanied by Social Safety Net Technical Assistance (TA) Project (US\$60 million). In 2012, the TA Project was restructured with additional financing of US\$ 150 million to support expansion of the program and strengthening administration and performance by introducing disbursement linked indicators (DLIs) and was closed on June 30, 2017.

World Bank is extending its support through National Social Protection Program (NSPP), a US\$ 100 million credit from IDA. It will support the GoP through, a Program for Results (PforR) in an amount of US\$ 90 million by making disbursement against the key results as part of the Government's program; and an Investment Project Financing (IPF) TA component in an amount of US\$ 10 million to finance critical areas to achieve the quality of results. The expected closing date of NSPP is June 30, 2021.

For timely and effective development/maintenance and roll out of the programs specifically for **CI / Data Sharing**, BISP is in the process of putting in place the required technical staff for the IS cell. To this end, BISP requires the services of a **Software Project Manager**.

B. OBJECTIVES

The **Software Project Manager** will be responsible for the plan, design and implementation of BISP software projects.

C. SCOPE AND RESPONSIBILITIES

The main duties of **Software Project Manager** include:

- Prime responsibility is all realistic expectations of operations are not only met but are exceeded in solution delivery. There are no hiccups on field to the staff/stakeholders using the BISP-IS developed/maintained solutions.
- In coordination with Principal Technology Advisor/Dir IS, manage, design and implement IS projects needed to support BISP programmes and initiatives. Lead the requirements documentation, work plan updates and team coordination.
- Perform and ensure documentation is up to CMMI level 3 or equivalent.
- To work closely with Principal Technology Advisor/IS Architect to ensure timely completion of project activities.
- To participate in the work involved in defining the project, analyzing and support in designing applications and databases. Coordination of design between Team Lead and Developers and DBAs while ensuring consistent documentation.
- Defining project scope, designing applications, developing information to be documented, monitoring and adjust project plan and coordinating/overseeing project staff as necessary.
- Perform all necessary software life cycle/management activities of software(s) requested by the Dir IS/ *IS Systems Architect/Principal Technology Advisor IS*;
- Apply software project development methodologies, to plan, manage, coordinate and implement software projects as requested and directed.
- Plan, design and implement Systems and software technical specifications based on business requirements provided by Information Systems cell.
- Develop and maintain software project documentation in order to facilitate development, maintenance and upgrade activities.
- Provide the necessary technical support and work on team basis to all members of the IS team to accomplish the software development and implementation tasks requested by the *IS Systems Architect/Principal Technology Advisor*.
- Contribute technical and professional knowledge and experience to improve BISP IS operations and technical platform.
- Develop and provide a weekly project status report describing the status of the above activities and any issues that may emerge, with conclusions and recommendations in regards to the BISP IS software development operations.
- Strong and effective inter-personal and communication skills and the ability to interact professionally with a diverse group of BISP staff.
- Any other technical task required in a team environment for solution delivery.

D. TIME FRAME AND SUPERVISION

The initial contract will be for one year subject to further extension based on satisfactory performance. The professional will work with BISP Information Systems cell to perform the assigned tasks and report to the *IS Systems Architect/Principal Technology Advisor*.

E. QUALIFICATIONS AND EXPERIENCE

- As a minimum, 16 years of education and a Bachelor's degree in Computer Sciences CS (4 years) or a related field.
- At least 4+ years work experience in software development and 2+ years in capacity of project management, including all aspects of project life cycle phases.
- Familiar with programming languages, including VC/C++, .net, C# or Java. Database and operating Systems experience with SQL server.
- The applicant must have written demonstrable professional code over 1.5 million lines on some enterprise level/large application(s) and 3+ module documentation experience.
- Solid working knowledge of current Internet technologies.
- Working experience on implementing an ERP solution would be preferred.
- Can conform to priorities, demands and timeline through analytical and problem-solving capabilities.
- Reacts to project adjustments and alterations promptly and efficiently.
- Ability to elicit cooperation from a wide variety of sources, including upper management, stakeholders, and other departments.
- Strong written and oral communication skills.
- Experience at working both independently and in a team-oriented, collaborative environment is essential.
- Must be able to learn, understand, and apply new technologies.
- Certifications in Project Management are preferable.
- Preference will be given to graduates from HEC approved top ranking local and foreign recognized universities.
- Work experience from certified software development & product companies is preferred.