Project Specialist – IT & SAAS (NPSA10)

New Delhi, India

Job Identification

11600

Locations

- New Delhi, India

Job Schedule

Full time

Agency

UNDP

Grade

NB5

Vacancy Type

National Personnel Service Agreement

Practice Area

Inclusive Growth

Bureau

Regional Bureau for Asia and the Pacific

Contract Duration

1 Year

Education & Work Experience

Master's Degree - 5 year(s) experience OR Bachelor's Degree - 7 year(s) experience

Required Languages

English and Hindi

Vacancy Timeline

2 Weeks

Job Description

Background

Diversity, Equity and Inclusion are core principles at UNDP: we value diversity as an expression of the multiplicity of nations and cultures where we operate, we foster inclusion as a way of ensuring all personnel are empowered to contribute to our mission, and we ensure equity and fairness in all our actions. Taking a 'leave no one behind' approach to our diversity efforts means increasing representation of underserved populations. People who identify as belonging to marginalized or excluded populations are strongly encouraged to apply. Learn more about working at UNDP including our values and inspiring stories.

UNDP does not tolerate sexual exploitation and abuse, any kind of harassment, including sexual harassment, and discrimination. All selected candidates will, therefore, undergo rigorous reference and background checks.

UNDP has been working in India since1951 in almost all areas of human development. Together with the Government of India and development partners, we have worked towards eradicating poverty, reducing inequalities, strengthening local governance, enhancing community resilience, protecting the environment, supporting policy initiatives and institutional reforms, and accelerating sustainable development for all.

With projects and programmes in every state and union territory in India, UNDP works with national and subnational government, and diverse development actors to deliver people-centric results, particularly for the most vulnerable and marginalized communities. As the integrator for collective action on the Sustainable Development Goals (SDGs) within the UN system, we are committed to supporting the Government of India's national development vision and priorities and accelerating the achievement of the SDGs for the people and the planet.

UNDP India's current Country Programme, 2018-2022, is in its final year of implementation. Our new Country Programme (2023-2027), which comes into effect in 2023, builds on our prior work and aims to provide an integrated approach to development solutions in three strategic portfolios:

- Strong, accountable and evidence-led institutions for accelerated achievement of the SDGs
- Enhanced economic opportunities and social protection to reduce inequality, with a focus on the marginalized
- Climate-smart solutions, sustainable ecosystems and resilient development for reduced vulnerability

South-South cooperation, gender equality and social inclusion are promoted across the pillars. The programme is supported by a framework of renewed partnerships and blended finance solutions, strategic innovation and accelerator labs, and data and digital architecture.

You are invited to join a team of future-smart development professionals to support India in achieving the national and globally agreed goals. As part of the UNDP team, your focus will be to work with diverse stakeholders to find country-specific solutions that lead to sustainable development and reach those furthest behind first.

More than half of all livelihoods in India is primarily dependent on agriculture. A massive 54.6% of the total workforce is engaged in agricultural and allied sector activities and 57% of the rural households are directly dependent on agriculture for their livelihoods. However, the agricultural sector is facing various challenges like small landholding, declining productivity, rising input costs, declining farm income, the adverse impact of climate change, and decline in the percentage share of workers engaged in the agriculture sector. Agricultural production shocks have huge social and financial repercussions, impacting rural income levels, Gross Domestic Product (GDP) and poverty rates.

The Governmentof India's flagshipschemes Pradhan Mantri Fasal Bima Yojana(PMFBY) and KCC/MISS have become important tools to strengthen the resilience of Indian farmers. The schemes ensure maximum benefits for the farmers by providing financial risk protection against natural calamities and catastrophic events including pests, climate uncertainties and environmental shocks. Apart from providing comprehensive risk coverage for the entire crop cycle, PMFBY also enables direct claim transfer into farmers' accounts through e-remittance. Additionally, to address agrarian distress, Kisan Credit Card/ Modified Interest Subvention Scheme (MISS) was introduced by the Government of India to provide chea p and hassle-free credit for millions of farmers and to ensure
continued investment into agriculture to bring in mechanisation, modernise agriculture practices and eventually enhance productivity.

UNDP's Country Programme Document (2023-2027) intended outcome 2 states that "By 2027, people will benefit from and contribute to sustainable and inclusive growth through higher productivity, competitiveness and diversification in economic activities that create decent work, livelihoods, and income particularly for youth and women". UNDP leverages its expertise in systems strengthening to support the Ministry of Agriculture through setting up of Central Program Management Unit (CPMU) for the implementation of PMFBY and KCC,
to improve institutional and programme responsiveness, increase coverage and better access among marginalised and excluded farm households, offering innovative
measures and support mechanisms for Agri-value chain
financing, risk management and reduced crop loss for the rural population in India. The PMU will also focus on providing Capacity Building and Training support to participating state-level government departments involved in PMFBY and KCC and advancing the scheme among new states for improved uptake.

Duties and Responsibilities

The Project Specialist – IT & SAAS - Technical Support Unit will work under the overall guidance and supervision of the National Programme Director-TSU. S/He will ensure engagement of all direct stakeholders and delivery of project objectives, in coordination with the Joint Secretary & CEO, DoA&FW, MoA&FW when needed.

- Managing the day-to-day activities of the NCIP team.
- Configuring software, hardware, and network configuration related to NCIP.
- Monitoring system performance and troubleshooting issues of Linux servers.
- Ensuring security and efficiency of IT infrastructure.
- Provide support to stakeholders for identification of the issue and provide the solution.
- Preparation of the requirement document, technical document, and user manual.
- Preparation of project progress report.
- Liaise relevant government agencies and all project partners for effective coordination of all scheme related inputs.
- Provide technical suggestions to the TSU team members to improve the effective implementation of the scheme related to timely closures and claim settlements.
- Provide timely inputs for the timely submission of all progress reports as may be required by the Ministry of Agriculture and UNDP.
- Perform any other tasks consistent with the level of the post and/ or assigned by the National Programme Director.

Competencies

Core Competencies:
- Achieve Results: LEVEL 3: Set and align challenging, achievable objectives for multiple projects, have lasting impact
- Think Innovatively: LEVEL 3: Proactively mitigate potential risks, develop new ideas to solve complex problems
- Learn Continuously: LEVEL 3: Create and act on opportunities to expand horizons, diversify experiences
- Adapt with Agility: LEVEL 3: Proactively initiate and champion change, manage multiple competing demands
- Act with Determination: LEVEL 3: Think beyond immediate task/barriers and take action to achieve greater results
- Engage and Partner: LEVEL 3: Political savvy, navigate complex landscape, champion inter-agency collaboration
- Enable Diversity and Inclusion: LEVEL 3: Appreciate benefits of diverse workforce and champion inclusivity

People Management competencies:

- UNDP People Management Competencies can be found in the dedicated [site](#).

Cross-Functional & Technical competencies:

Information Management & Technology

- IT Security Management: Knowledge of Cyber Security technologies, processes, techniques and tools. Apply practical innovations to solve cybersecurity problems. Capability to keep UNDP systems and data safe. Knowledge of ISO 27001 principles. CSSIP, CSIM, CISA or equivalent certification desirable
- Solutions Architecture: Ability to design and manage the Information system architecture supporting corporate business processes. Design integration strategies and approaches to integrate of one or more applications or services to maintain a coherent and effective IT architecture. Knowledge of ISO 20000 and IT operations. The Open Group TOGAF9 or Open CA, ITIL Master certification, or DevOps or similar certification desirable
- Network, Communication and Infrastructure Management: Ability to develop/integrate/operate/manage IT network, communications, Cloud or on-premise infrastructure, and new technologies like IoT. Cisco CCIE CCNP or similar is desirable
- IT Service Delivery & Operations: Ability to deliver the IT products and services to customers at the right level of Quality and Costs, taking into account user experience. ISO 20000 knowledge. ITIL certification or similar desirable
- Configuration Management - Business Information Management & Technology analysis, requirements: Knowledge of configuration management changes, ability to manage and control the configuration change management process
- Information and Technology Strategy - Portfolio management and governance: Knowledge of developing and implementing ICT strategy, portfolio and project management services, governance, and policies. Knowledge of project management principle. PMP or PRINCE2 certification of equivalent desirable

Required Skills and Experience

Education:
- Bachelor's Degree OR Master OR equivalent of Technology in Computer Science or Master's in Computer Applications

Experience:
- Minimum 7 years' (Bachelor' Degree) or 5 years (Master' Degree) of experience in private entity or international/ government project in software development, coding and/or database management
- Proficient hands-on experience and knowledge of working on Note- JS, React-JS, Linux, MS-SQL is desirable
- Additional years of experience in private entity or national/international/ public private organisations/ government project in software development, coding and/or database management
- In-depth knowledge of Linux operating system, Node-JS, React-JS and MS-SQL,
- Adequate experience in project management practices and ability to formulate, execution and implementation plan,
- Demonstrates substantive and technical knowledge to meet responsibilities and requirements of the post with excellence,
- Possesses the capacity for strategic planning, result – based management and reporting.
- Good facilitation and communication skill,
- Ability to carry out researchand communicate strategicpieces that guide decisions on strategic programme directions,
- Tailors and presents information to diverse audiences using a variety of communication delivery methods (e.g., written, electronic, oral, interpersonal) Documentation,

- Good interpersonal skills and ability to establish and maintain effective partnerships and working relations with people in a multi- cultural, multi-ethnic environment with sensitivity and respect for diversity.
- Strong leadership skills,
- Ability to lead a Technical and Communication team,
- Demonstrated skills in building, mobilizing, and leading multi- disciplinary teams,
- Ability to guide the Project Management Unit in implementing and achieving project outcomes,
- Ability to lead consultative meetings at national and state level with partners and senior stakeholders to identify priorities and manage the timely delivery of project activities,
- Reliable in delivering own parts of the work as part of a team effort
- Demonstrates excellent work/project planning skills,
- Is open to change and ability to manage complex, ever-changing environments.
- Demonstrates integrity and ethical standards,
- Promotes the vision, mission, and strategic goals of the organization.

Language Requirement:

- Excellent oral and writing skills in English and Hindi

Remuneration starting at INR (Annual) 27,84,348 / 2,32,029 INR (Monthly) as per the scale depending on qualifications and experience. The remuneration is excluding 8.33% pension amount paid over and above the salary.

Disclaimer

[Important information for US Permanent Residents ('Green Card' holders)](#)

Under US immigration law, acceptance of a staff position with UNDP, an international organization, may have significant implications for US Permanent Residents. UNDP advises applicants for all professional level posts that they must relinquish their US Permanent Resident status and accept a G-4 visa, or have submitted a valid application for US citizenship prior to commencement of employment.

UNDP is not in a position to provide advice or assistance on applying for US citizenship and therefore applicants are advised to seek the advice of competent immigration lawyers regarding any applications.

Applicant information about UNDP rosters

Note: UNDP reserves the right to select one or more candidates from this vacancy announcement. We may also retain applications and consider candidates applying to this post for other similar positions with UNDP at the same grade level and with similar job description, experience and educational requirements.

Non-discrimination

UNDP has a zero-tolerance policy towards sexual exploitation and misconduct, sexual harassment, and abuse of authority. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.

UNDP is an equal opportunity and inclusive employer that does not discriminate based on race, sex, gender identity, religion, nationality, ethnic origin, sexual orientation, disability, pregnancy, age, language, social origin or other status.

Scam warning