

SITUATIONS VACANT

Applications on prescribed proforma are invited from suitable candidates for the following posts on contract basis for a period of two years under Election Commission of Pakistan through Online Recruitment System and P.O. Box No.1418, GPO, Islamabad:

Sl. No.	Name of Posts with MP scale	Qualification	Experience	Age Limit (Years)	No. of Posts	Domicile	Place of Posting
1.	2.	3.	4.	5.	6.	7.	8.
1.	Project Director (Development) (MP-I)	<p>Basic: Masters in Computer Science / Information Technology / Software Engineering / Computer Engineering / Information Security or equivalent from International / national reputed University HEC recognized institution with 18 years post qualification experience in the relevant field.</p> <p>Professional Qualification:</p> <ul style="list-style-type: none"> • Candidates will be preferred having additional valid / latest international certifications in any one or more of these. • Ideal candidate must have an experience of working in the leading role preferably at the C - level in large organization 	<ul style="list-style-type: none"> • Minimum 18 years of experience of working in IT Industry, including at least 10 years of experience in implementing and supporting IT projects at senior management level in a reputable organization. • Must have an experience working in the leading role preferably C level in the large organization. • Experience in Data Center development and implementation project • Experience in Large scale printing project • Experience in Software Development/ Software Project Management/System Analysis and Design. • Experience with overseeing development of mobile and web based products, APIs, and integrations with 3rd party services. • Experience of handling Electoral Technologies projects like Electronic Voting/ Biometric Verification, Internet Voting etc. • Experience in implementing information & cyber security projects • Life cycle project management experience from start to end. <p>Required skill set:</p> <ul style="list-style-type: none"> • Proficiency in Electoral Technologies like Electronic Voting/ Biometric Verification, Internet Voting etc., will be a plus. • Must be equipped with skills in process improvement, infrastructure, portfolio management, and strategic initiatives. • Excellent communication skills that promote effective verbal, written, and electronic networks. 	Minimum 40 and Maximum 55 years	01	Merit	Islamabad (However transferable to any station where post of such qualification exists.)

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			<ul style="list-style-type: none"> Highly self-motivated with a sense of urgency to complete tasks. Superior analytical ability to evaluate problems, interprets data, and makes proper decisions. Exceptional leadership skills that encourage quality workmanship by requiring accurate, complete, well organized, concise, analytical, and well-articulated results. Effectively manages time and schedule to meet required deadlines. 				
2.	Project Manager (Electoral Technologies) (MP-II)	<p>Basic: Masters in Computer Science / Information Technology / Software Engineering / Computer Engineering / Information Security or equivalent from HEC recognized institution with 12 years post qualification experience in the relevant field.</p> <p>Professional Qualification:</p> <ul style="list-style-type: none"> Candidates will be preferred having additional valid/ latest international certifications in any one or more of these; Most suitable candidate must have experience of deployment/ operations of enterprise level application. Oracle Certified Professional (OCP-DBA) with Real Application Cluster (RAC) experience on an enterprise-level databases. Knowledge of Grafana, Kibana, Nagios tools will be an asset. 	<p>Including 12+ years' experience in implementing and supporting IT projects at the senior level in a reputable organization (preferably in government departments or foreign departments).</p> <ul style="list-style-type: none"> Experience in designing, developing, and delivering robust and scalable software and architecture including mission-critical software applications. Experience of critical Data Center operations. Experience with overseeing the development of mobile and web products, platforms, APIs, and integrations with 3rd party services. Experience in implementing information security/cyber security-related projects. Full life cycle project management experience from project initiation to project closure. Must have hands-on experience with the above mentioned technologies. <p>Required skill set:</p> <ul style="list-style-type: none"> Proficiency in Electoral Technologies like Electronic Voting/ Biometric Voting, Internet Voting, etc. Planned and implemented comprehensive infrastructure, data center, compliance, and risk 	Minimum 40 and Maximum 55 years	01	Merit	Islamabad (However transferable to any station where post of such qualification exists.)

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		<ul style="list-style-type: none"> • Knowledge of Big Data Technologies (MongoDB, Cassandra DB, Elastic search • Database, KAFKA, RabitMQ). 	<ul style="list-style-type: none"> • management initiatives in a high volume environment. • Well presented, articulate confident, and professional in approach. • Must be equipped with skills in process improvement, infrastructure, portfolio management, and strategic initiatives. • Excellent communication skills that promote effective verbal, written, and electronic networks. • Disciplined prioritization, time management, and scheduling abilities (multi-tasking skills are essential). • Highly self-motivated with a sense of urgency to complete tasks. • Great attention to detail to plan, organizes and coordinates work of self and others to achieve desirable results. • Superior analytical ability to evaluate problems interprets data and makes proper decisions. • Exceptional leadership skills that encourage quality workmanship by requiring accurate, complete, well-organized, concise, analytical, and well-articulated results. • Effectively manages time and schedule to meet required deadlines. 				
3.	Deputy Project Manager (Data Center/Printing Solutions) (MP-III)	<p>Basic: Masters in Computer Science / Information Technology/Software Engineering / Computer Engineering / Information Security or equivalent from HEC recognized institution with 10 years' experience in the relevant field.</p> <p>Professional Qualification: Candidates will be preferred having valid international</p>	<ul style="list-style-type: none"> • Experience in Planning, Designing, and Implementation of Data Center (minimum Tier-3 or Above) or IT Infrastructure projects such as Data Center migrations. • Experience in design and implementation of data center/large scale printing solutions. • Significant and demonstrable experience in data center migration projects of 500 – 1000 assets. • Preferable working experience in a government sector organization. 	Minimum 40 and Maximum 55 years	01	Merit	Islamabad (However transferable to any station where post of such qualification exists.)

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		certifications in any one or more of these: <ul style="list-style-type: none"> • Project Management Qualification (Prince2 or Similar). • Certified Data Center Professional (CDCP)/ Certified Data Center Operations Management (CDCOM)/ Certified Data Center Design (CDCD), or equivalent. • Certificate/Training in Variable Data Printing (VDP) /Variable Information Printing (VIP). • PMI Agile Certified Practitioner (PMI-ACP). • Certifications of (ITIL, CCNP, etc.) are a plus. • ISO 27001 Implementation/Audit. 	<ul style="list-style-type: none"> • Exposure to the full suite of technologies used within an organization including middleware, database, server, storage, and networks. • Experience in implementing best practices through ITIL process and Project Management Principles (PMP) to streamline services and delivery of products. • Must have experience in Security Operation Center (SOC), Incident Management, and Response in a large-scale data center. • Must have supervised and spearheaded the development of data center consolidation and cloud computing. • Experience in industry standard DCIM tools. • Full life cycle project management experience from project initiation to project closure. • Experience in implementing information security/cyber security-related projects. <p><u>Required skill set:</u></p> <ul style="list-style-type: none"> • Experience in construction projects within the data center industry. • In-depth knowledge of the Data Center Ecosystem. (cooling, electrical, networking, and structured cabling). • Familiar with a variety of IT hardware, such as servers, cables, power systems, and cooling equipment, needed to maintain the physical safety of an IT facility, which includes fire safety. • Knowledge of variable printing systems/machines for heavy workloads. • Planned and implemented comprehensive infrastructure, data center, compliance, and risk management initiatives in a high volume environment. 				

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JOB DESCRIPTION FOR THE POST OF PROJECT DIRECTOR (DEVELOPMENT) (MP-I):

- Responsible for development of software/database development projects
- Responsible for development of secured data network for Intranet and WAN nationwide connectivity of CERS project for ECP
- Responsible for development of Data Center and large scale Printing facility
- Responsible for upgrading, conducting R&D, software development, testing and Implementing new secure Electoral Technologies in the field like RMS, RTS, GIS, CERS, EVM, BVM, i-Voting, CMS, HRMIS, or any project assigned by the IT Wing.
- Responsible to prepare training material, impart trainings nationwide and successfully implement above projects as per satisfaction of the IT Wing.

- Provide strategic leadership and technical, operational, financial, and managerial leadership for successful implementation of assigned projects and its activities in stipulated time period.
- Provide oversight of projects implementation including all activities, outputs, and outcomes related to project management and administration, including reporting, budget development and monitoring, execution of project plans, and project performance.
- Provide and responsible for the selection and training of qualified staff, assigning clear roles and responsibilities, providing effective supervision, and managing performance to ensure efficient operations.
- Ensures the project produces the specified results to the required standard of quality and within the timeline and budget parameters.
- Conducts periodical reviews to ensure accountability of all project activities as well as the accurate and timely reporting of deliverables and obligations.
- Ensures that the projects progress in accordance to its contractual obligations and complies with laws/regulations and ECP's policies.
- Acts as the primary project contact person and liaison, ensuring the projects are well represented to key stakeholders.
- Promotes the project through advocacy, presentations, and participation
- Periodically brief/ present competent authority about the progress of each project.

JOB DESCRIPTION FOR THE POST OF PROJECT MANAGER (ELECTORAL TECHNOLOGIES) (MP-II):

- Provides oversight of project implementation including all activities, outputs, and outcomes related to project management and administration, including reporting, budget development and monitoring, execution of project plans, and project performance.
- Responsible to execute and develop projects related to Electoral Technologies like Electronic Voting Machine (EVM), Biometric Voting Machine (BVM), GIS, I-Voting, Result Management System (RMS), Result Transmission System (RTS), etc.
- Responsible to develop software, prepare training material, impart training nationwide, and successfully implement the above projects as per the satisfaction of the IT Wing.
- Ensure that project deliverables are achieved along with the transfer of technology.
- Provides strategic leadership and technical, operational, financial, and managerial leadership for the successful implementation of assigned projects and their activities.
- Oversees the selection and training of qualified staff, assigning clear roles and responsibilities, providing effective supervision, and managing performance to ensure efficient operations.
- Ensures the project produces the specified results to the required standard of quality and within the timeline and budget parameters.
- Conducts periodical reviews to ensure accountability of all project activities as well as the accurate and timely reporting of deliverables and obligations.

- Ensures that the projects progress following its contractual obligations and complies with laws/regulations and ECP's policies.
- Acts as the primary project contact person and liaison, ensuring the projects are well represented to key stakeholders.
- Promotes the project through advocacy, presentations, and participation.

JOB DESCRIPTION FOR THE POST OF DEPUTY PROJECT MANAGER (DATA CENTER/PRINTING SOLUTIONS) (MP-III):

- Plan, design, build, operate, and assess Data Center.
- Responsible for design, develop, build, implement, and monitor information technology systems at a Data Center.
- Coordination of the end-to-end movement of assets from the old Data Center to the new Data Center. This will include meticulous scheduling of all activities such as patching/unpatched, racking/unracking, movement, and QA activities to ensure moves go without incident
- Responsible for development and maintain printing site to achieve desired printing output as per given timelines.
- Responsible to establish Data Center and Printing facilities as assigned by the ECP and the IT Wing.
- Responsible to prepare training material, impart training nationwide, and successfully implement projects as per the satisfaction of the IT Wing.
- Working closely with the application and migration teams to ensure a smooth migration within approved change windows.
- Managing and updating stakeholders and documentation throughout the project via formal and informal routes.
- Ownership of the relationships with infrastructure and application teams.
- Manage risks, actions, issues (along with mitigation and resolution), and dependencies.
- Schedule, host, attend and record meetings as and when required.
- Ensuring all documentation and asset record information is appropriately recorded in the organization's toolsets.
- Management of the overall operations of Core Data Center. Dealing with Technical/IT-related issues of Data Center.
- Ensuring the availability of services and other equipment installed at the D.C.
- Managing Data Center teams. Managing NOC shift operators.
- Projects Management and Directions.
- Liaison with vendors regarding allied IT equipment and its time-to-time support.
- Technical Evaluations of IT assets w.r.t RFPs.
- Looking after the compliance of the Data Center SOPs.
- Plan, manage and implement infrastructure projects and upgrades to meet goals.
- POC for technical matters related to the Data Center.
- Assigning the Day today tasks to reporting team members.
- Providing reports and documentation as and when required by management.

- Inputs, suggestions, and recommendations in technical matters.
- Verification of services and links provided by ISPs.
- Management for Servers, NextGen Firewalls, and Virtualization Infrastructure ability to Design/Deploy virtual Infrastructure, Backup, and Storage.

Instructions:

1. Applicants may apply through ECP's Online Recruitment System by visiting the link i.e. www.ecp.gov.pk or jobs.ecp.gov.pk **within 15 days** of the printing of the advertisement in the newspapers.
2. Applicants who apply through the online recruitment system are also required to submit their applications in hard forms failing to which the candidates will be considered as ineligible.
3. Hard copy of application on the following prescribed format alongwith CVs and all relevant education/experience certificates including CNIC and one recent passport size photograph should reach through P.O. Box number 1418 **within 30 days** of publication of this advertisement on the address clearly stated below mentioning on the envelope the name of the position applied for.
4. Applications received after cut-off date shall not be entertained.
5. No TA/DA will be admissible for appearing in test/interview. Only short-listed candidates will be called for test/interview.
6. The number of vacancies being announced are subject to any subsequent increase or decrease.
7. The Competent Authority reserves the right to cancel the process of recruitment of advertised post partially or totally.
8. Stations for test/interview will be decided subject to number of candidates.
9. The applicant is liable to serve anywhere in the country where such post (s) exists.

**Deputy Director (Estt-I)
P.O. Box No.1418,
GPO, Islamabad.**

