Government of Pakistan
National Disaster Management Authority
(Prime Minister's Office) Islamabad
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29th August 2018

National Disaster Management Authority (NDMA) intends to hire the services of suitable candidates for the post of Consultant Software/Web Developer on Contract Basis one year. Details are as under:-

Job Title	Qualification and Experience	ToRs/Duties
Consultant Software/Web	**Qualifications:** Master/ Bachelor Degree in Computer Science/Software Engineering Developer Certification is Plus Experience: Minimum 5 years' relevant experience with a leading IT organization. **Skills and Knowledge:** He/She should be proficient in PhP, MySQL, Joomla, and Wordpress ASP/ASP.Net, HTML/DHTML, XML, MS SQL Server, Visual Basic, VB Script, Visual Studio, Crystal Reports, Dream Weaver MX, Adobe Photoshop, Fire Works, Flash and Visio.	- Do the intranet and internet pages development and administration - Ensures that sites content and design complies with pre-formatted web policies and regulations. - Ensure that all website and social media pages are up-to-date and all the information are organized - Prepare material of IT Section for Annual Progress Report - Analysis, design, development and testing of Web and Software applications (Website/ Portal, PHP/ Joomla, word press ASP.net) etc. - Develop and provide support for Graphic Designing, Documentation and publishing. - Monitoring and analyzing web user activity. - Acting as the first point of contact for content changes and feedback from

		web users both internally and externally.
		• He/She must be a team player with good communication skills, confident, a self-starter and have the ability to perform well under pressure.
		• Develop web page infrastructure, create innovative web pages, update existing pages, and modify as appropriate.
		• Manage websites and work on website maintenance related duties.
		• He/She will backup head of ICT Directorate
		• Perform any other task assigned by Management

Eligible candidates may send their CV's to jobs@ndma.gov.pk. The short-listed candidates will be required to present their original documents at the time of test/interview. The application must reach to undersigned within 15 days of publication of this advertisement. Applications received after due date will not be entertained.

No TA/DA will be admissible for appearing in the test/interview

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