

Terms Of Reference: Recruitment of Senior Software Developer under the World Bank funded ASPIRe project

Project/Organisation	Assam State Public Finance Institutional Reforms(ASPIRe) /Assam Society for Comprehensive Financial Management System(AS-CFMS), Finance Department, Government of Assam
Position:	Senior Software Developer
No of Posts:	One
Application Deadline :	15/08/2022
Project Category	IT enhancements in public financial management
Type of Contract :	Individual Contract
Languages Required :	English and Assamese
Expected Duration of Assignment :	12 Months which will be extended based on satisfactory performance.

Background:

Finance Department is implementing Assam State Public Finance Institutional Reforms(ASPIRe) with World Bank funding of \$44 million USD (Rs. 274 cr. Approx.). The key components of the project include Strengthening Public Finance Framework & Strengthening Capacity and Governance by implementation of Treasury Reforms, Improving Efficiency of tax administration, providing effective tax payer's services by reforms in business processes and information systems in Revenue generating Departments.

The Directorate of Accounts and Treasury (DoAT), also under the Finance Department is responsible for all treasury operations, i.e. exercising control over budget execution- payments and receipts, stamps management, monthly financial reporting to the AG (A&E) etc. Government of Assam has 60 treasuries /sub-treasuries and is connected to the central server located at DoAT, Kar Bhawan. There are approx. 6500 DDO's who submit bills to the treasuries/ sub treasuries. The operations of DoAT are automated to an extent, with the functioning of Comprehensive Treasury Management Information System (CTMIS) application of DoAT developed in 2005, which is now 10 years old and is being maintained & incrementally upgraded by an in house team. CTMIS system's development, deployment & up gradation have been in a phased manner over the last 10 years which needs major updations & modifications.

1. Objective of the Assignment:

The State Project Director (SPD), ASPIRe, intends to hire 1 Senior Software Developer for carrying out certain upgrades in the exiting existing CTMIS, under DOAT to cope up with the changes & challenges faced in the IT field while delivering the services to the stakeholders by the treasuries. Accordingly this TOR has been framed for the position of one Senior Software Developer. The Project Director, AS-CFMS, is seeking interested and qualified professionals to apply.

1.1. Detailed scope of work:

The Senior Software Developer under the guidance of Director, Accounts & Treasuries will perform following duties & responsibilities:-

- To study the existing CTMIS and its architecture and the enhancements already developed.
- To deliver the modules for integration for external IT systems as per the timelines.
- To document the activities including codes and methodologies and to get it signed by the competent authority
- To look after the software support, maintenance and development work.
- To study the existing IFMIS system and its architecture, enhancements, maintenance etc.
- To replicate existing IFMIS with necessary enhancements for six scheduled areas etc, preparation of necessary documents etc for implementation of the same.
- Development of any other software, modules etc with requisite documentations etc as per requirement and assigned by authority from time to time.

2. Supervision and Performance Evaluation:

2.1. The IT personal will report directly to the State Project Director (SPD), APFMS Project and will work closely with System Administrator of Director Of Accounts & Treasuries. The System Administrator will be responsible for reviewing the performance of the personnel and State Project Director will approve their deliverables. The details & timelines for the deliverables are as follows:

2.2. Deliverables:

1. Making provision for all type of payment processing in CTMIS
2. Enforcing validations for less failure
3. Incorporating exchange of Budget, SD, Errata, Re-appropriation
4. Reducing wrong ceiling consumption at CTMIS while processing
5. Develop the online bill submission module for all bill types.
6. Updating the employee database while generating pay bills.

7. Mapping of Schemes (planning commission code) with Budget head (integration with finassam.in)
8. Allocation of funds (i.e. release of ceilings integration with finassam.in)
9. PPAN generation in CTMIS and subsequent transfer of subscriber information as per CSRF for and Online PRAN Generation in CRA system and updating in CTMIS
10. Uploading Contribution in CRA system. Automating Sanctions and drawal process as well as Fund Transfers
11. MIS Generation based on the exchange of data of CTMIS & CRA.
12. Any other development work that arises from time to time.
13. On-boarding Schemes and exchange of data
14. Time to time deploy new version provided by Bharat DBT and accordingly restructure the database.
15. Maintenance and Developmental work in future to incorporate new features as per requirement.
16. Integration with other Revenue earning Departments.
17. Training need to provide other department
18. Integration with EODB
19. Development of a Centralized Dashboard System for CTMIS. Addition of BI features for decision making
20. Create new Report as per requirement
21. Replicate existing FMIS for six scheduled areas with enhancements, documentation etc as per existing rules and regulations.

3. Minimum Qualification and Experience:

- a) **Basic Education Qualification:** MCA/BE /B. Tech in computer Science/IT
- b) **Experience:** 5 Year working experience in J2ee, Oracle query, Struts, Hibernate, j-query , php, web service & Oracle report (Preferably in Finance domain). Implementing digital signature and best security practices for hacking free environment.
- c) **Age:** Not more than 45 Years.
- d) **Optional:** Knowledge of open source software.

3.1 . Other qualities or Requirements:

- i. Willingness and ability to work effectively under pressure and ability to multi-task;
- ii. Willingness and ability to work in a team;
- iii. Excellent interpersonal skills, strong verbal and written communication skills in English

3.2. Preferable Requirements:

- i. Basic Understanding of Government structures, procedures, rules and regulations.
- ii. Experience in working in any Public Finance Management.

4. Period of the Assignment / Services:

4.1. The assignment will be for a period of 12 months and may be extended if necessary and based on satisfactory performance. The appointment would be full time basis and they would not be permitted to take up any other assignment during the period. The appointment is of a temporary (non-official) nature and the appointment can be cancelled at any time without assigning any reason thereof.

5. Remuneration:

The remuneration would be as per Level 1 and Grade C (CTP Monthly Rs. 55,000.00 to Rs. 90,000.00 and have the provision of enhancement up to 23% at the time of renewal on the basis of performance) of the HR Manual, initial base remuneration would be negotiated during interview based on experience and last pay drawn.

Leave Provision: As per HR manual.

6. Facilities to be provided by the client

- a) Give access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary.
- b) Provide sitting space in the server room along with computer, printer, computer/office consumables, and internet access.

7. Selection Criteria

The Scrutiny Committee will shortlist candidates based on the criteria of Step I Only short listed candidates will be called for the personal interview.

Step I: Short Listing of the Applications (Min 4 out of 5 marks)

- i) Application according to the given format
- ii) Basic Education Qualification
- iii) Year of Experience
- iv) Knowledge of Microsoft Tools (Self Declaration)
- v) Past experience of handling similar types of projects/ assignments.

Step II: Online Test (Min 3 out of 5 marks, in case of large number of candidates)

Fixed duration online test will be conducted for

- i) Verification against Sl. No. (iv) Of Step I (2 marks).
- ii) Verification against Sl. No. (v) Of Step I (2 marks).
- iii) Written communication skill (2 marks)

Step III: Final Interview (30 marks for each panelist)

- i) Appearance and Attitude (10 marks)
- ii) Communication Skill (10 marks)
- iii) Cross verification of Step II (10 marks)

8. Terms of Engagement:

- a) The appointment will be purely on contract basis for a period of 12 months. The service may be renewed solely based on performance, output and desired conducts.
- b) The successful candidates will have to sign a contractual agreement in the prescribed format upon joining.
- c) The contract shall not confer any right or claim of extension/absorption in the department at any point of time whatsoever.
- d) Age should not be more than 45 years.

9. How to Apply:

- a) The application format is available with this ToR.
- b) The application should be filled with all the required details and documents needs to be attached in the prescribed format only to be selected.
- c) The application needs to be submitted via email only and no hard copy will be accepted.

- d) Applications should be sent to careeraspire@outlook.com on or before last date of application.
- e) Applications received after last date fixed for receipt of applications through email will not be entertained.
- f) Date of interview will be informed via email to the shortlisted candidates.
- g) No TA, DA or expenses of any kind will be paid for attending the interview.
- h) Canvassing in any form will result in disqualification and legal action.
- i) Only short listed candidates will be called for the interview and Finance Department will not bear any of the costs incurred by the applicant(s) towards preparation, submission of his/her application or attending the viva voce.
- j) The department reserves the right to cancel/postpone the appointment if so required.

**** Attach latest salary certificate.**

- 23. Write a brief note describing why would like to be associated with us : (Maximum 250 words)**

--

- 24. Languages proficiency:(please tick \sqrt)**

Sl.	Language	Read	Write	Speak

- 25. Computer proficiency:**

Sl.	Program/Software/Applications	Excellent	Good	Average

- 26. Names and Addresses of twopersons from whom we may seek reference about you:**
(The two persons must not be related to you and must have interacted with you for more than 2 years in a Professional and/or academic capacity during the last 5 years)

Sl	Name of the person & designation (if any)	Address	Phone no	E-mail id
1.				
2.				

- 27. Have you ever been discharged or forced to resign from any position? (If yes furnish details)**

Declaration: I certify that the statements made by me in this application are true, complete and correct to the best of my knowledge and belief. Permission is hereby given to the AS-CFMS to make such investigations as are necessary on the information given above. I understand that any misrepresentation or fraudulence or material omission made herein or in any other document requested by AS-CFMS would render dismissal and termination of my candidature/ service/contract apart from other penal action as per the law.

Date :
Place :

Signature of the Candidate

IMPORTANT Notes:

- Candidates shall complete this application in not more than 8 pages **strictly** as per the above format, along with self-attested copies of testimonials/certificates (not more than 12 pages), evidencing that he/she is qualified to perform the services. **The complete application (only in PDF format) along with certificates/testimonials shall not be more than 20 (twenty) pages or else the application may not be considered.**
- While self-attested copies of all the relevant certificates/testimonials needs to be submitted along with the application (only in PDF format).**
- Candidates are to note that applications without self attested copies of certificates/testimonials relating to Educational Qualifications shall be rejected.**