



< Attachment 2 >

< SAMPLE of Job Description of WFK-Advisor >

General Information	
■ Expert Title	<input type="checkbox"/> KOICA advisor <input checked="" type="checkbox"/> NIPA advisor <input type="checkbox"/> Techno Peace Corps
■ Area of expertise	ICT
■ Job Title	Data Center Electric Expert
■ Location, Country	Makwanpur-Hetauda, Nepal
■ Number of Expert	1
■ Duration	12 months
Detailed information of the requesting organization	
<p>■ Organization Name : National Information Technology Centre</p> <ul style="list-style-type: none"> <li>- Requesting Department : N/A</li> <li>- Office Name : National Information Technology Centre</li> </ul> <p>■ Type of Organization</p> <p> <input checked="" type="checkbox"/> Government              <input type="checkbox"/> Public organization              <input type="checkbox"/> Public corporation  <input type="checkbox"/> University              <input type="checkbox"/> Research institution              <input type="checkbox"/> Others :         </p> <p>■ Working Day/Hours : Sunday to Friday/10:00am to 5:00pm/7hrs</p> <p>■ Contact Person : Mr. Pradip Sharma Paudel, Executive Director</p> <p>■ Tel/Fax/E-mail : 01-4211917,4211527/info@nitc.org.np</p> <p>■ Duty Station : Singhadurbar, Kathmandu</p> <p>■ Major activities of the Organization : (Please list at least three)</p> <p>Government ISP and network service provider</p> <ul style="list-style-type: none"> <li>-Technical Directorate of e-government program of Nepal</li> <li>-Operation and management of government data center</li> <li>-Server co-location</li> <li>-Singhadurbar Optical fiber ring maintenance</li> </ul>	



**-ICT Consultancy to all government organization**

- Major activities of the department where WFK – Advisor/TPC will be dispatched
  - Guide in establish a basis of electricity infrastructure in DC of Hetauda
  - Assist/guide in effective electronic utilization of DC
  - Guide in effective Data Centre electricity operation base on benchmarks, standardization and on the practices
  - Assist/Guide in efficient DC infrastructure resources management of DC of Hetauda
- Experience of working with WFK – Advisor/TPC
  - Yes  No
- If yes, please describe the tasks of WFK – Advisor/TPC
  - Consult and Coordinate DR (Disaster Recovery) Centre implementation project
  - Analysis and guide national IT service operation approach
  - Indicative and quantitative raise in efficiency of Data Centre
  - Prepare other relevant documents

**Description of Tasks**

- The tasks to be undertaken by the WFK – Advisor/TPC will be:
 

*(Describe the overall objectives of the task, why this task is needed and what the expert will do)*

  - Summary :

Suggest efficient methods/means for electric power fluctuation and/or power shutdown

Guide/suggest in electric infrastructure improvement of DC in place and operational

  - Consult in electric infrastructure operational methods of DC henceforth
  - Training and education for building up NITC staffs-electricity field
- Responsibilities of WFK – Advisor/TPC *(Please mark all that apply and type in detail)*
  - Policy making and Strategic planning
    - Assist to develop strategy to maximize the use of existing resources
    - Consult developing future plan in the field of electric power to accommodate exploding ICT infrastructure (server, storage, N/W devices)
    - Help in organization's term and short term planning based on the practices





**Technical support**

- Exchange of practical knowledge and information based on DC experience operation
- Help/Assist in the electricity related resources of DC for improvement of ability

**Training of local staff**

- Train the the related engineers to achieve the above mentioned goal

**Expected Results/Output**

■ **Expected results/output of the tasks by the WFK – Advisor/TPC include:**

- Result report of effective electricity infrastructure operation of DR (Disaster Recover) Center, @ Hetauda
- Documentation of Strategy and action plan for improvement of electricity infrastructure of NITC

**Required(Preferred) qualifications of WFK – Advisor/TPC**

*(List the minimum essential qualifications required for the experts to successfully carry out this task)*

■ **Gender**

- Male       Female       No preference

■ **Educational Background**

- Bachelor's Degree       Master's Degree       Doctor's Degree

- Bachelor's degree or equivalent in the field of electricity

\* Similar or other educational background will be fine if the selected expert has an ability to do the requested tasks

- Yes       No

■ **Required Work Experience***(Specify work experience required for the experts)*

- At least 10 year experience in relevant area

■ **Language : English**

*(Official business language will be English. If your organization requires the use of other languages, please provide reasons)*

- Reasons :

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■ **Other Requirements***(Identify desired skills or qualifications for the task)*

- Excellent inter-personal and communication skills





Ministry of Foreign Affairs

Republic of Korea



Pradip Sharma Pansel  
(Name of the person in charge)

executive director  
(Position of the person)

*[Signature]*  
Signature with official stamp

