

< Attachment 2 >

< SAMPLE of Job Description of WFK-Advisor >

General Information	
■ Expert Title	<input type="checkbox"/> ❶ KOICA advisor <input checked="" type="checkbox"/> ❷ NIPA advisor <input type="checkbox"/> ❸ Techno Peace Corps
■ Area of expertise	ICT
■ Job Title	ICT Expert in Renewable Energy
■ Location, Country	Khumaltar, Lalitpur
■ Number of Expert	1
■ Duration	12 months
Detailed information of the requesting organization	
<p>■ Organization Name : Nepal Academy of Science and Technology (NAST) under Ministry of Education, Science and Technology</p> <ul style="list-style-type: none"> <li>- Requesting Department : Faculty of Technology</li> <li>- Office Name : Nepal Academy of Science and Technology (NAST)</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 : Dr. Rabindra Prasad Dhakal, Faculty Chief, Faculty of Technology</p> <p>■ Tel/Fax/E-mail : 977015550813, 977-9851087714 dhakalrabindra3@gmail.com/rabindra.dhakal@nast.gov.np</p> <p>■ Duty Station : Khumaltar, Lalitpur, Kathmandu</p> <p>■ Major activities of the Organization : (Please list at least three)</p> <ul style="list-style-type: none"> <li>- Advancement of science and technology for all-round development of the nation</li> <li>- Preservation and further modernization of indigenous technologies</li> <li>- Promotion or research in science and technology</li> <li>- Identification and facilitation of appropriate technology transfer</li> </ul>	

- **Major activities of the department where WFK – Advisor/TPC will be dispatched**
  - Carry out research for further development and transfer of new as well as traditional technologies in Nepal
  - ICT awareness, curriculum development, organize training classes to high school teacher, student, community people and ICT aspirants
  - Carry out technologies research related to renewable energies such as Solar Energy, Bio-energy, wind energy, small hydro, information communication technology and waste to energy
  - Organize policy dialogues, seminars, workshops, trainings and conferences involving national and international experts and stakeholders to keep pace with the global trend of ICT or general technological development.
  - Carry out technologies research on ICT , Renewable Energy Technology, Disaster Risk Management, Instrumentation and nanotechnology
  - Promote the technology innovation, incubation and transfer along with information technology
- **Experience of working with WFK – Advisor/TPC**
  - ☒ Yes ☐ No
- **If yes, please describe the tasks of WFK – Advisor/TPC**
  - To strengthen of information communication technology (ICT) in the country as whole
  - To help in Capacity building of Science Teachers and Other Professions
  - To help in Capacity building on renewable energy technologies (as for alternative candidate)
  - To enhance data management system
  - To upgrade broadband internet connectivity

### 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: The overall objectives of the tasks of the WFA Advisor are to develop and strengthen the ICT capacity in Nepal Academy of Science and Technology.**
- **Responsibilities of WFK – Advisor/TPC** *(Please mark all that apply and type in detail)*
  - ☒ **Policy making and Strategic planning**
    - To realize meetings with technologists in order to establish strategic plan to support

### the sector of ICT

-To develop curriculum, take some classes for training, orientation to ICT clustered visitors

☒ **Technical support**

- To provide technical advisors and exchange of experiences
- To develop operational manuals for the faculty of technology, NAST

☒ **Training of local staff**

- To develop skills of technologies in the theme of ICT and others

### Expected Results/Output

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

- Strengthen of information Communication Technology of Renewable Energy
- Enhancement of internet of the organization
- Establishment of internet based planning and management information system (MIS)
- Contribute to enhance of ICT literacy and reduce the digital gap

### 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

- **Master's degree or equivalent in Engineering**

\* 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 years of work experience in relevant area**
- **Minimum 2 years of professional experience in developing countries and Internationally, preferably in institutional or academy.**

■ **Language : English**

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

- **Reasons :**

-**South Korea is Robust on ICT sector**

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April 27, 2023

(Date of filling out the form)

Dr. Mahesh Kumar Adhikari

Secretary



Signature with official stamp

