Ministry of Foreign Affairs
Republic of Korea

WORLD FRIENDS KOREA

JOB DESCRIPTION of World Friends Korea (WFK)
-Advisor & Techno Peace Corps (TPC)

General Information

■ **Expert Title**	☐ ❶ **KOICA advisor** ☑ ❷ **NIPA advisor**
■ **Area of expertise**	*Information and Communication Technology* *- Data Analytics for policies and strategies formulation and evaluation* *- Digital data platform development*
■ **Job Title**	*Information Technology Policy Analyst / Data Scientist*
■ **Location, Country**	*Bangkok, Thailand*
■ **Number of Expert**	*1*
■ **Duration**	*12 months*

Detailed information of the requesting organization

■ **Organization Name :** *Office of National Economic and Social Development Council (NESDC)*

- **Requesting Department :** *National Strategy and Country Reform Division (NSCR)*

■ **Type of Organization**

  ☑ **Government**   ☐ **Public organization**   ☐ **Public corporation**
  ☐ **University**   ☐ **Research institution**   ☐ **Others :**

■ **Working Day/Hours :** *Monday to Friday 08:30 – 16:30*

■ **Contact Person :** *Ms. Pasinee Srisomboon*

■ **Tel/Fax/E-mail :** *+66 2-280-4085 ext. 6244 /+66 2 280 6384 / pasinee@nesdc.go.th*

■ **Duty Station :** *NESDC Office, Pomprab District, Bangkok, Thailand*

■ **Major activities of the Organization :** *(Please list at least three)*

  - To provide opinions and recommendations on national economic and social development to the cabinet

  - To scrutinize the National Economic and Social Development Plan and other proposals before submitting to the cabinet for consideration

  - To provide opinions concerning the economic and social development issues to the Prime Minister as requested.

  - To set up the coordination mechanism between the national economic and social development board, concerned agencies and state enterprises regarding the planning and implementation of development programs and projects.

  - To craft national economic and social development plans and strategies.

  - To set up the coordination mechanism between NESDC, concerned agencies and state enterprises regarding the planning and implementation of development programs and projects.

■ **Major activities of the department where WFK – Advisor/TPC will be dispatched**

  - *Be a secretarial team for the National Strategy Committee (study the laws and regulations including relevant plans and policies to provide suggestions for the Cabinet's consideration)*

  - *Be a secretarial team for the Poverty Eradication and Life Cycle Development Committee (design and develop frameworks to sustainably improve life quality of Thai people)*

  - *Oversee the Master Plan on Public Service and Government Efficiency under the National Strategy*

  - *Develop Thai People Map Analytics Platform (TPMAP) which is a digital platform designed to customize policies aimed at eradicating poverty at both the individual and community levels by incorporating spatial data analysis.*

  - *Develop Electronics Monitoring and Evaluation system of National Strategy and Country Reform system (eMENSCR) which is a digital platform that enables the monitoring and evaluation of government initiatives aimed at improving public policy in Thailand*

  - *Develop the practical approach for area-based implementation of "A Modern and Effective Government" strategies under the Thailand's 13th National Economic and Social Development Plan*

■ **Experience of working with WFK – Advisor/TPC**

  ☐ Yes   ☑ No

■ **If yes, please describe the tasks of WFK – Advisor/TPC**

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 : *Digital platform is an important tool that collects data of both Thai people in several development dimension and government's activities. The acquisition of experts will provide local staffs with technical knowledge in big data analytics, enabling it to create a more effective strategy.*

■ **Responsibilities of WFK – Advisor/TPC** *(Please mark all that apply and type in detail)*

  ☐ **Policy making and Strategic planning** *(Only for the Advisor)*
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  ☑ **Technical support**

    - *in-depth knowledge and practical skills in terms of data management and data visualization*

    - *analyse data and information for public policy*

    - *design and improve the existing digital public data platform (TPMAP and eMENSCR) to be user-friendly*

    - *support technical knowledge for an up-coming digital platform for the National Economic and Social Development Plan Showcase*

  ☐ **Research**
    -

☑ **Lecturing**

- *Lecture basic knowledge in data and visualization for local staffs*

- *Lecture basic data analyst for local staffs*

☑ **Training of local staff**

- *Train local staffs for basic skills of data visualization and data analyse*

☐ **Other**

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Expected Results/Output

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

- *The expert is expected to provide practical technical supports regarding public data management, data visualization, data analytics, and digital data platform.*

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**

- *Information and Communication Technology (ICT), Data Science, Data Analytics and Information Systems Management, Information Technology Management, or any relevant fields*

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

- *experiences in working with government organization*

- *experiences in analyzing data and information for public policy*

■ **Language :** *English*

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

- *able to use visualization tools such as PowerBI / Tableau / Lookerstudio / Excel / Python (plotly)*

- *able to use data programming languages such as Python (Pandas,thainlp,NLP,Wordcloud) / SQL/noSQL (mongoDB) / Excel VBA*

- *able to use web programming such as HTML , Javascript , Wordpress*

- *able to travel on official duty to other provinces of Thailand with NESDC team*

Description of the Workplace

■ **Location of the workplace**	- *3 km from downtown Bangkok (Siam area)* - *15 minutes by car from the downtown Bangkok or 30 minutes by bus*
■ **Information on the co-worker who will work closely with the WFK-Advisor**	- Full Name (Mr./Ms.): *Ms. Pasinee Srisomboon* - Position/Work area: *Plan and Policy Analyst* - Tel/E-mail : *+66 2-280-4085 ext. 6244/pasinee@nesdc.go.th* - English Language Skill : ☐ Basic ☑ Intermediate ☐ Advanced

■ **Administrative and financial arrangements to be provided by your organization for the WFK-Advisor/TPC** *(Please mark on the box)*	Items	Available	Not available
	Housing	☐	☑
	Transportation	☐	☑
	Others	☑ PC ☑ Printer ☑ Internet access ☑ Phone ☑ Air Conditioning ☐ Heater ☑ Desk ☑ Chair ☑ Bookshelf ☐ Others( )	

■ **Other information that may help the WFK-Advisor/TPC adapt to the local environment** *(Living conditions, weather, allowance, other comments, etc.)*	*1. Weather in Thailand tend to be extremely warm throughout the year, advisors should bring comfortable and appropriate clothing with them* *2. There might be traffic jams during rush hours*
■ **Photos** (if possible)	

15th May 2023

Mr.Danucha Pichayanan

Secretary General

(Signature with official stamp)