



INDIVIDUAL CONSULTANT REQUIRED FOR SHORT TERM CONSULTANCY

Health Information & Service Delivery Unit, Primary & Secondary Healthcare Department, Government of Punjab intends to hire services of individual consultants on short term consultancy, against the work, qualification and experience as mentioned below:-

The department has planned to augment Computerization of Primary & Secondary Healthcare Department through Health Information & Service Delivery Unit (HISDU). The main objective of the project is automation and integration of routine work of the department. Under this project automation of the department with customized software/database design will be done. This exercise will be completed by introducing Information, Communication and Technology (ICT) tools in all areas.

Health Information & Service Delivery Unit requires support of following individuals:

Sr. No.	Nature of Consultancy & Total Position	Eligibility Criteria
1.	Consultant Network Support Officer (01)	<ul style="list-style-type: none"> Must be Graduate in B.Com (IT), BSCS, BS (IT) from HEC recognized university. 1 years' experience in LAN / WAN Network troubleshooting with hands on experience in CISCO switches & routers in a reputable organization.
2.	Consultant Software Developer (MSS) (01)	<ul style="list-style-type: none"> Qualification: MSCS / MCS / MIT / BSCS (Hons.) / BSSE (Hons)/BSc. (Hons.)Electrical Engineering/ BS(IT) (Hons.)/BS Telecom & Networks (Hons.), or equivalent qualification from any HEC recognized University. Experience: 02 years professional experience in Software Development / Programming. Must have experience of Oracle, ASP.Net, PHP, C # & Java based software / web application developmentrd
3.	Consultant Software Developer (Pre-Qualification of Drugs Information System) (01)	
4.	Consultant Software Developer)(EMC) (01)	
5.	Consultant Software Developer(MLC) (01)	
6.	Consultant Software Developer (HRMIS) (01)	
7.	Consultant Software Developer (FTS) (01)	
8.	Consultant (Mobile Application Developer (01)	
9.	Consultant- Office Assistant (01)	<ul style="list-style-type: none"> Qualification: Must be Graduate from HEC recognized university Experience: 05 year professional experience in any reputed organization

The services of aforementioned individual consultants will be hired initially for the period till 30th June, 2021 through competitive process.

Application Instruction

- The hiring/recruitments will be made strictly on merit basis in accordance with the rules and selection criteria.
- Detailed terms of Reference (TORs), experience detail and application forms are attached and available at <https://pshealthpunjab.gov.pk/Home/Jobs>
- Only shortlisted candidates will be called for interview.
- No TA/DA shall be admissible for appearing in the interview.
- Consultancy Fee is Negotiable
- The application should clearly written the Nature of Consultancy applied for on one side of envelope along with Curriculum Vitae (CV), 01 passport size photograph and attested copies of all relevant documents, Copy of domicile, CNIC/Certificates/Degree.
- Late and incomplete applications will not be entertained.
- The interested individual consultants having expertise in above mentioned fields may submit their CV along with supporting documents in the office of the Deputy Director Health Information & Service Delivery Unit (HISDU), Primary & Secondary Healthcare Department, 1-Birdwood Road, Lahore till 23rd December, 2020 before 5:00 PM. Interviews for individual consultancy will be conducted on 24th December, 2020 at 10:00 AM.

Deputy Director

Health Information & Service Delivery Unit, Primary &
Secondary Healthcare Department Phone No. 042-99202032

Job Description/Terms of Reference/Qualification requirements for Consultant

1. Consultant Network Support Officer

Detailed Term of Reference (TORs)

- Installing new software
- Installing new hardware (servers, printers, computer workstations, etc.)
- Setting up user accounts, permissions and passwords
- Overseeing security of all systems, especially the internet, and installing antivirus protection.
- Secure network systems by establishing and enforcing policies, and defining and monitoring access
- support and administer firewall environments in line with IT security policy
- Fixing network faults
- Network maintenance
- Technical support for people using the network
- Training staff on new systems
- Day to day admin and monitoring of network use
- Planning future improvements, suggesting IT solutions to department problems
- Making sure all IT meets department standards
- Supervising helpdesk staff
- Monitor and evaluate CCTV storage and make sure the connectivity of cameras.

2. Consultant Software Developer (MSS)

Detailed Term of Reference (TORs)

- Developing existing programs by analyzing and identifying areas for modification
- Creating technical specifications and test plans
- Maintaining systems by monitoring and correcting software defects
- Writing and testing code and then refining and rewriting as necessary
- Testing the product in controlled, real situations before going live
- Maintaining the systems once they are up and running
- Researching designing and enhancing software program
- Testing new programs and fault finding
- Perform maintenance programming and correction of identified defects
- Create, documents, and implement unit test plans, scripts, and test harnesses
- Producing detailed specifications and writing the programmer codes
- Perform coding to written technical specifications
- Integrating existing software products and getting incompatible platforms to work together

3. Consultant Software Developer (Pre-Qualification of Drugs Information System)

Detailed Term of Reference (TORs)

- Developing existing programs by analyzing and identifying areas for modification
- Creating technical specifications and test plans
- Maintaining systems by monitoring and correcting software defects
- Writing and testing code and then refining and rewriting as necessary
- Testing the product in controlled, real situations before going live
- Maintaining the systems once they are up and running
- Researching designing and enhancing software program
- Testing new programs and fault finding
- Perform maintenance programming and correction of identified defects
- Create, documents, and implement unit test plans, scripts, and test harnesses
- Producing detailed specifications and writing the programmer codes
- Perform coding to written technical specifications
- Integrating existing software products and getting incompatible platforms to work together

4. Consultant Software Developer)(EMC)

Detailed Term of Reference (TORs)

- Developing existing programs by analyzing and identifying areas for modification
- Creating technical specifications and test plans

- Maintaining systems by monitoring and correcting software defects
- Writing and testing code and then refining and rewriting as necessary
- Testing the product in controlled, real situations before going live
- Maintaining the systems once they are up and running
- Researching designing and enhancing software program
- Testing new programs and fault finding
- Perform maintenance programming and correction of identified defects
- Create, documents, and implement unit test plans, scripts, and test harnesses
- Producing detailed specifications and writing the programmer codes
- Perform coding to written technical specifications
- Integrating existing software products and getting incompatible platforms to work together

5. Consultant Software Developer (MLC)

Detailed Term of Reference (TORs)

- Developing existing programs by analyzing and identifying areas for modification
- Creating technical specifications and test plans
- Maintaining systems by monitoring and correcting software defects
- Writing and testing code and then refining and rewriting as necessary
- Testing the product in controlled, real situations before going live
- Maintaining the systems once they are up and running
- Researching designing and enhancing software program
- Testing new programs and fault finding
- Perform maintenance programming and correction of identified defects
- Create, documents, and implement unit test plans, scripts, and test harnesses
- Producing detailed specifications and writing the programmer codes
- Perform coding to written technical specifications
- Integrating existing software products and getting incompatible platforms to work together

6. Consultant Software Developer (HRMIS)

Detailed Term of Reference (TORs)

- Developing existing programs by analyzing and identifying areas for modification
- Creating technical specifications and test plans
- Maintaining systems by monitoring and correcting software defects
- Writing and testing code and then refining and rewriting as necessary
- Testing the product in controlled, real situations before going live
- Maintaining the systems once they are up and running
- Researching designing and enhancing software program
- Testing new programs and fault finding
- Perform maintenance programming and correction of identified defects
- Create, documents, and implement unit test plans, scripts, and test harnesses
- Producing detailed specifications and writing the programmer codes
- Perform coding to written technical specifications
- Integrating existing software products and getting incompatible platforms to work together

7. Consultant Software Developer (FTS)

Detailed Term of Reference (TORs)

- Developing existing programs by analyzing and identifying areas for modification
- Creating technical specifications and test plans
- Maintaining systems by monitoring and correcting software defects
- Writing and testing code and then refining and rewriting as necessary
- Testing the product in controlled, real situations before going live
- Maintaining the systems once they are up and running
- Researching designing and enhancing software program
- Testing new programs and fault finding
- Perform maintenance programming and correction of identified defects
- Create, documents, and implement unit test plans, scripts, and test harnesses.

- Producing detailed specifications and writing the programmer codes
- Perform coding to written technical specifications
- Integrating existing software products and getting incompatible platforms to work together

8. Consultant (Mobile Application Developer

Detailed Term of Reference (TORs)

- Mobile app developer lead the design, development and maintenance of Android and iPhone apps.
- The developer lead the entire app Lifecycle right from concept stage until delivery and post launch support
- Apps be mainly content based and integrated closely with the web sites
- Acting as lead iOS and Android developer
- Working closely with another mobile app developer leading the other platform development
- Deliver across the entire app life cycle -concept, design, build, deploy, test, release to app stores and support
- Working along the web developers to create and maintain a robust framework to support the apps
- Working with the front end developers to build the interface with focus on usability features
- Standardizing the platform and In some cases apps to deliver across multiple brands with minimal
- Explain technologies and solutions to technical and non-technical stakeholders
- Optimizing performance for the apps

9. Consultant- Office Assistant

Detailed Term of Reference (TORs)

- Performs clerical duties, including, but not limited to, mailing and filing correspondence
- Arranges meetings by reserving rooms and managing refreshments
- Types correspondence, meeting notes, and forms among other documents
- Photocopies, scans, and files appropriate documents
- Edits documents for accuracy
- Maintains accurate records and enters data
- Assists with organizing events when necessary
- Any other relevant or assigned task as may be required from time to time.