Terms of Reference (**TOR**)
For
Assistant Network Engineer

Objective and purpose:

Information and Communication Technology Pratisthan (ICTP) has been established under the aegis of Information and Communication Technology Pratisthan Act-2067. The primary objectives of ICTP includes, but not limited to,

- Provide the access to Information and Communication Technology (ICT) to the province at large,
- Create knowledge based economy with an aim to create jobs within province,
- Contribute towards achieving provincial prosperity by establishing and developing ICT related industries,
- Implement lucid, succinct, transparent and effective government workflow to achieve e-governance goals,
- Achieve reliable and effective G2G, G2B and G2C through the implementation of e-government implantations.

Scope of work:

1. Assist in Administration and maintenance of network Infrastructure to ensure peak utilization of network resources
2. Conduct network risk assessments, network vulnerability scans and provide solutions Strengthen the security of network
3. Perform detailed LAN mapping and LAN monitoring and set up VLANs for improved traffic management
4. Assist to Manage Router, Switch, IPS and firewall devices and ensure appropriate access controls.
5. Assist in implementation and troubleshooting of network management systems
6. Perform all the duties pertinent to network, security and any other related assignments
7. Perform all the duties assigned by Executive Director

Terms of Reference (**TOR**)
For
Assistant System Engineer

Objective and purpose:

Information and Communication Technology Pratisthan (ICTP) has been established under the aegis of Information and Communication Technology Pratisthan Act-2067. The primary objectives of ICTP includes, but not limited to,

- Provide the access to Information and Communication Technology (ICT) to the province at large,
- Create knowledge based economy with an aim to create jobs within province,
- Contribute towards achieving provincial prosperity by establishing and developing ICT related industries,
- Implement lucid, succinct, transparent and effective government workflow to achieve e-governance goals,
- Achieve reliable and effective G2G, G2B and G2C through the implementation of e-government implantations.

Scope of work:

1. Assist in administration and maintenance of Server Infrastructure to ensure peak utilization of server resources.
2. Assist in Planning, design and implementation of the resources of data center.
3. Assist in Administration and maintenance of virtualization and cloud computing facilities
4. Assist in administration and maintenance of Database systems
5. Assist in Administer and maintain HVAC system
6. Perform all the duties pertinent to Information Technology System
7. Perform all the duties assigned by Executive Director