

(An Autonomous Body under the Ministry of Commerce,
Government of the People's Republic of Bangladesh)

Search for IT Consultant

The Institute of Chartered Accountants of Bangladesh (ICAB) is looking for an experienced **IT Consultant** in order to implement digitalization and automation projects in the following prime areas:

- Development of Digital Platform for Placement of members and students of ICAB. This platform will bring employers and potential job seekers in a common platform for better communication and placement.
- Automation of Export Incentive Validation process from where banks/financial institute/audit firms, etc. can get necessary documents for verification and endorsement.
- Advise on IT design for Research & Innovation Lab.
- ICAB internal process automation and integration with other ICAB IT ecosystem.
- Supervise and provide expert opinion in ongoing IT projects.

Scope of Work

- An Inception Report on Hardware and software requirement Specifications for the implementation of all the proposed software.
- A Software Assessment Report/Software Requirement Specifications (SRS) Report.
- A Hardware Assessment Report/Hardware Requirement Specifications Report.
- An as-is process flowchart based on the inception, network diagram and assessment report.
- Preparing all the Tender Proposal including all the necessary specification.
- Preparing a plan for the Master data-entry (first time base-line) into the system.
- A detailed User Assessment Test (UAT) plan including test cases for the project and supervise the UAT based on the previously developed test cases in UAT plan for the software items of the project.
- Finally, A Final Completion Report including a support and maintenance plan for at least 2 years after completion of the project with covering the all the implementations of every items of the project and progress of the project.

Qualification & Experience

- Minimum 15 year experience in IT industry including software development and IT project management.
- Should have both MSc and BSc Degree in Computer Science and Engineering from reputed University like BUET/ CEUT/ DU and other renowned public or private universities.
- Should have Certified Scrum master (CSM) and Certified Scrum Product Owner (CSPO)
- Solid understanding of the software development life cycle.
- Expertise on Web Application (MVC framework) and Mobile Apps development
- Experience on job placement platform design and development, BPMN process, process automation, etc.

Others

- Excellent communication, organizing, time management and leadership skills.
- Ability to communicate complex technical information.
- Self-motivated and proactive individual.

Duration of the Assignment: Total duration of the service is 12 (Twelve) Months (which may be renewed /extended based on satisfactory performance)

Compensation Package: An attractive compensation package will be offered to the deserving candidate.

Persons having the qualifications and competencies of the position mentioned above are requested to send detail resumes with cover letter and passport size photograph, stating the name of the position, through email: ceo@icab.org.bd, hr@icab.org.bd.

Applicants can also send the hard copy to the following address: The Chief Executive Officer (CEO), ICAB, CA Bhaban, 100 Kazi Nazrul Islam Avenue, Kawran Bazar, Dhaka-1215 within **February 25, 2021**.