

Hiring for Project Positions Under DEEP PMU

TERMS OF REFERENCE

Announcement Reference no:	1-1/2024-IT	Date	07 December 2025		
Project	Digital Economy Enhancement Project (P174402)				
Position Name	Senior Manager Monitoring & Evaluation	Position ID	PK-MOITT-443834-CS-CDS		
Vacancy	1	Type of Contract	Individual	Duration	

BACKGROUND

Digital Economy Enhancement Project (DEEP) is a World Bank assisted project with the objective to enhance the Government's capacity for digitally enabled public services delivery for citizens and businesses.

MoITT is the sponsoring agency of the project with execution support of (i) Board of Investment (BoI), (ii) National Database and Registration Authority (NADRA), (iii) National IT Board (NITB), and (iv) Ignite – National Technology Fund.

PROJECT DESCRIPTION

Digital Economy Enhancement Project (DEEP) aims at building the capacity of the government to develop key digital public infrastructure (DPI) services supporting the country's digital economy and society in line with the 2018 Digital Pakistan Policy, which calls for the establishment of a holistic, government-wide enterprise architecture and the integration of government services and systems. The project will support the development of DPI—including for responsible data exchange, digital authentication, and verifiable credentials—and digitalization of public services (including to make them available through a new national portal), which will improve the accessibility and delivery of services, economic opportunities, and social protection. It will also bolster the country's resilience and adaptability in the face of potential shocks, such as pandemics and recurring climate-induced disasters, to enable the government to deliver cash and other emergency assistance more rapidly and efficiently.

In addition to the citizens services, DEEP will support: (1) Establishing a catalogue of all federal and provincial business RLCOs and producing recommendations for simplifying, streamlining, and improving existing regulatory requirements for investing and operating business; subcomponent (2): Designing and development of the PBP acting as an interface to host all digitalized and available RLCOs; subcomponent (3): Supporting governmental, provincial, and local entities in digitalizing regulatory approvals; subcomponent (4): Institutionalizing the reform process, exploring financial and institutional sustainability, and management and upgrading of PBP; and (5): Organizing communication and change management activities for transition to the PBP and dissemination of information about the availability of online approvals of RLCOs.

OBJECTIVES OF THE ASSIGNMENT

The Senior Manager Monitoring & Evaluation will develop and implement a robust M&E framework to assess the progress and impact of the Digital Economy Enhancement Project (DEEP). This role involves designing and executing monitoring plans, ensuring accurate data collection, analysis, and reporting to inform decision-making. The Senior Manager will collaborate with stakeholders to integrate M&E processes, conduct regular evaluations, identify project successes and areas for improvement, and prepare detailed M&E reports for MOITT and the World Bank.

The responsibilities include (but not limited to) the following:

- 1) Establishing and maintaining a robust M&E system for the project.
- 2) Ensuring the collection, analysis, and interpretation of project data for informed decision-making.
- 3) Providing regular reports on project progress, performance, and impact to stakeholders.
- 4) Identifying and mitigating potential risks and challenges throughout the project lifecycle.

SCOPE OF THE ASSIGNMENT

The work of the Senior Manager Monitoring & Evaluation will include the following tasks (not limited to):

1. Formulate clear and measurable key performance indicators (KPIs) and deliverables.
2. Establish data collection methodologies and tools for monitoring progress.
3. Design reporting formats and schedules for stakeholder communication.
4. Oversee project data collection and compilation from various sources.
5. Conduct regular data analysis to assess project performance against KPIs.
6. Identify trends and patterns in data to inform project adjustments and improvements.
7. Prepare comprehensive reports on project progress, achievements, and challenges.
8. Present M&E findings and recommendations to project management and leadership.
9. Communicate effectively with stakeholders on project M&E activities.
10. Proactively identify potential risks that could impact project objectives.
11. Develop mitigation strategies to address identified risks and ensure project success.
12. Monitor risk mitigation plans and adjust them as needed.
13. Implement internal quality control mechanisms for data accuracy and reliability.
14. Regularly evaluate the M&E system's effectiveness and suggest improvements.
15. Maintain compliance with World Bank M&E standards and best practices.
16. Prepare, coordinate, and be responsible for the activities agreed in the Financing Agreement of the DEEP Project signed by the Government of Pakistan with the World Bank according to the timelines and the Results Framework and Monitoring indicators.
17. Collaborate with project teams, stakeholders, and external consultants to ensure the M&E system's effectiveness and contribution to project success.

QUALIFICATION AND EXPERIENCE

- 1) Minimum 16 years of education from a reputable/ HEC-recognized university in ICT related discipline (Information Technology, Computer Science, Electrical, Telecom, Computer Engineering, etc.), Business Administration, Management Science, Project Management, Public Policy, International development, or a or related field
- 2) Professional post-qualification work experience of a minimum of 7 years in monitoring and evaluation, data analysis, or a related field, with progressively increasing levels of responsibility.

<ul style="list-style-type: none"> 3) Experience in managing M&E activities for complex programs or projects. 4) Previous experience with World Bank or other international donor-funded projects is highly preferred.
ADDITIONAL SKILLS / EXPERTISE
<ul style="list-style-type: none"> 1) Relevant experience on projects financed by international agencies; Experience in World Bank financed projects and World Bank procurement Processes and procedures. 2) Strong analytical and problem-solving skills. 3) Excellent written and verbal communication skills, with the ability to communicate complex information clearly and effectively. 4) Proficiency in data analysis software and tools, such as Excel, SPSS, Stata, or similar programs. 5) Knowledge of M&E frameworks, methodologies, and best practices. 6) Project management skills, including the ability to manage multiple projects simultaneously and meet deadlines.
SCHEDULE FOR THE ASSIGNMENT
<p>The Senior Manager Monitoring & Evaluation PMU will be appointed on a contract basis for an initial period not exceeding two years which will be extendable further till the completion period of the project on a yearly basis after evaluation of the performance. This is a 5-year project.</p>
REMUNERATION AND OTHER BENEFITS
<ul style="list-style-type: none"> 1) Pay and financial benefits as per Project Pay Scale (PPS-10) of Federal Government of Pakistan. 2) Leave(s) in accordance with the rules and regulations of Project Pay Scales of Federal Government of Pakistan. 3) Training and travel expenses under the PMU as budgeted under the Project and approved by the World Bank and the Government of Pakistan.
REPORTING OBLIGATIONS
<ul style="list-style-type: none"> 1) This position is based at the PMU at the Ministry of IT and Telecom. 2) The Senior Manager Monitoring & Evaluation will report and advise the Program Director on all aspects of project monitoring and evaluation throughout the duration of the contract.

- 3) The Senior Manager Monitoring & Evaluation is required to follow working days and timings as per the directives of the Federal Government of Pakistan.
- 4) The Senior Manager Monitoring & Evaluation shall provide all the necessary reports and updates to the Program Director.
- 5) The Senior Manager Monitoring & Evaluation is required to report to work in official attire.
- 6) The Senior Manager Monitoring & Evaluation is prohibited from working for any other party or a paid job, or taking any other assignment during the course of this contract without written approval from the competent authority.
- 7) The Senior Manager Monitoring & Evaluation shall ensure that all the required reports for the project are prepared on time in accordance with the requirements of the World Bank.

SELECTION CRITERIA

- 1) The applicant will be selected based on the following criteria

Criteria	Points
Educational Qualification	20
Work Experience	20
Additional Skills/ Expertise	10
Interview	50

SUBMISSION

Candidates meeting the required criteria should submit their applications at <http://www.njp.gov.pk> within 15 days of publication of the advertisement. No hard copy of application shall be accepted and all applications must be sent via NJP online. Shortlisted candidates who are working in Government sector are required to produce NOC at the time of interview.