



1. TOR for System Developer

1. Review and analyze system specifications to determine whether all required elements have been included;
2. Analyze, define and document requirements for data, workflow, logical processes, hardware and operating systems environment, interfaces with other systems, internal & external checks, controls and outputs;
3. Test & debug system processes and optimize the process flows
4. Modify existing programs to conform to system changes or to make improvements in the existing program;
5. Advice & work with user departments to resolve specific problems or make changes in programs, computer applications, alternative programming approaches, etc.
6. Review, develop, and design data models using standard diagramming techniques
7. Monitor relational databases to optimize database performance, resource use, and physical implementations of databases; address a variety of database integration issues including migration between disparate databases, integration, maintenance/conversion, capacity planning issues, and new applications;
8. Monitor and maintain database security and database software;
9. Maintain availability and integrity of databases through multiple access schemes; facilitate sharing of common data by overseeing proper key and index management and data dictionary maintenance;
10. Monitor and manage database backups, logs and upgrade database software; restore and/or recover data as required
11. Design queries to generate reports as per the requirement of the users and the management
12. Automate the services wherever possible to optimize the service delivery
13. Maintain proper documentations of the systems and its processes.
14. Report to the ICT Head in regular basis.