



**MINISTRY OF FINANCE, ECONOMIC
STABILIZATION & NATIONAL POLICIES**

JOB TITLE	Senior ICT Specifications Officer - Development	REPORTS TO	IT Specialist I
CLASS/ SALARY SCALE	Negotiable	AUTHORITY OVER	N/A
JOB SUMMARY & OBJECTIVES	<p>The Government of Sri Lanka (GoSL) is establishing a Trade National Single Window (TNSW). The NSW is a single electronic gateway that facilitates the transmission of standardized information across trade-related government agencies to fulfill regulatory requirements for exports, imports, and other trade-related procedures. This gateway is intended to simplify the data exchange and its interoperability across those agencies and traders through streamlined electronic transactions.</p> <p>This effort is being led by the TNSW Project Implementation Unit (PIU), an entity created by the Department of Trade and Investment Policy (DTIP) within the Ministry of Finance. The TNSW will be implemented over a period of 36 months and will consist of 2 phases: Procurement & Implementation.</p> <p>The Senior ICT Specifications Officer - Development will manage the identification of development feature requirements for the TNSW, design and execute the TNSW's development gathering and documentation processes, and integrate the development feature and user requirements into data-driven solutions for NSW process and operational improvement. In addition, the Senior ICT Specifications Officer will be expected to:</p> <ul style="list-style-type: none">• Establish and manage the TNSW's development requirement gathering and documentation processes;• Determine all technical and functional requirements needed for development features across the NSW;• Bridge the gap between TNSW's IT and business teams using data analytics to assess processes, determine requirements, and deliver data-driven recommendations and reports to executives and stakeholders.		
TASK RESPONSIBILITIES	<p><u>I. Development Gathering Identification and Strategy:</u></p> <ol style="list-style-type: none">a. Oversee the management and implementation of all requirements gathering and documentation activities for the TNSW;b. Collect user requirements for hardware and software applications through extensive coordination with the Senior Business Process Reengineering Officer and Single Window ;c. Define and establish user requirements based on gathering efforts;d. Design and implement TNSW development strategy through defined user requirements;e. Develop software systems for the TNSW that leverage user requirements consistent with the TNSW development strategy through coordination with the Single Window IT Specialist andf. Assess procured software systems for compatibility with defined requirements, adapting the software with identified user requirements as needed. <p><u>II. Development Feature Requirement Implementation:</u></p> <ol style="list-style-type: none">a. Liaise and coordinate with customs and other border regulatory agencies and other entities to facilitate integration of their user requirements into the NSW platform and systems;b. Support development of any TNSW development-related inputs into workplans, budgets, reports, and communications;c. Develop SOPs for managing and implementing requirements; andd. Regularly assess relevant GoSL agencies' existing IT systems for new requirements and integrate them into TNSW processes where applicable.		