

Terms of Reference

Researcher:

- i. Appointment will not confer upon his/her any claim for or title to permanent retention in this institute.
- ii. His/her services are liable to be terminated by this Institute on unsatisfactory performance or on expiry of contract period or even earlier, immediately with payment of 15 working days or on 15 days' notice.
- iii. His/her contract period will be extended, if so needed subject to his/her satisfactory performance.
- iv. Prepare statistical tables and data analysis whenever required.
- v. Assist to Core Team for preparing analysis and presentations
- vi. Check consistency of data and prepare consistency report for Core Team.
- vii. Provide statistical and analytical support to the Core Team, as required.
- viii. Assist to Data Processing Manager in conducting field work and manage the data.
- ix. Assist to Data Processing Manager in project management tasks and coordination in the field.
- x. Submit all final official record/ data to Core Team before expiry of his/her contract.
- xi. He/She will not be entitled to draw TA/ DA on his/her joining of duty.
- xii. Ensure office timings.
- xiii. Perform any other activity/ task as assigned.

Web-Developer/IT-Expert

- i. Appointment will not confer upon his/her any claim for or title to permanent retention in this institute.
- ii. His/her services are liable to be terminated by this Institute on unsatisfactory performance or on expiry of contract period or even earlier, immediately with payment of 15 working days or on 15 days' notice.
- iii. His/her contract period will be extended, if so needed subject to his/her satisfactory performance.
- iv. Builds, designs, and maintains NIPS websites and software applications.
- v. Regulates exposure to business stakeholders and executive management as well as other authorities.
- vi. Designs, writes, and edits website content.
- vii. Understands UI, cross-browser compatibility, and general web functions and standards.
- viii. Creates solutions for identified problems or bugs.
- ix. Communicates with colleagues, managers, and stakeholders daily.
- x. Executes assignments with the use of web applications, scripts, and programming languages such as HTML, CSS, JavaScript, and APIs.
- xi. Develops and validates test routines to ensure the quality of the external and internal interface.
- xii. Plans and delivers software platforms and products across multiple organizational units.
- xiii. Designs assignments with web services like REST, SOAP, etc.
- xiv. Evaluates written code to ensure it meets industry standards and is compatible with all devices.
- xv. Maintains a professional understanding of web development by tracking trends and participating in study groups.
- xvi. Accomplishes company goals by accepting ownership of new and different requests.
- xvii. Proficient knowledge of a back-end programming language PHP, Python, Java, .NET, JavaScript
- xviii. Understanding differences between multiple delivery platforms (such as mobile vs, desktop), and optimizing output to match the specific platform
- xix. Good understanding of server-side templating languages such as Jade, EJS, Jinja, etc
- xx. Good understanding of server-side CSS preprocessors such as Stylus, Less, Sass etc.
- xxi. Creating database schemas that represent and support business processes
- xxii. Data migration, transformation, and scripting
- xxiii. Management of hosting environment, including database administration and scaling an application to support load changes
- xxiv. Understanding of fundamental design principles behind a scalable application
- xxv. Ability to implement automated testing platforms and unit tests
- xxvi. Good understanding of {{Depending on the specific case, a developer should have knowledge of advanced JavaScript libraries and frameworks such as AngularJS.
- xxvii. Perform any other activity/ task as assigned.