Job Description	
Job Title:	Deputy Director Skills and Digital Economy
Grade:	M4
Department/ Project:	Technical
Location:	Peshawar (may be relocated to any city on need basis)

Organization Background:

The Khyber Pakhtunkhwa Information Technology Board (KPITB) is a public sector autonomous organization established under the Khyber Pakhtunkhwa Establishment of Information Technology Board Act, 2011, for promotion of the information technology, Information Technology enabled services and Information Technology enabled education of the Province of the Khyber Pakhtunkhwa and for matters connected.

Primary Duties and Responsibilities:

- Provide blended learning facility in schools, colleges, technical and vocational centers, and universities.

- Develop digital literacy and digital skill programs for schools, colleges and Universities.

- Develop Digital skills programs for women, labor force, government servants, ICT professionals, students, ad literate but marginalized communities

- Provide training to employees on IT productivity tools, soft skills and web literacy to improve e-readiness, productivity, and efficiency

- Develop certificate programs for digital skills that are in demand to produce quality employable workfare

- Develop programs to train freelancers to benefit from the growing gig economy

- Identify emerging areas and trends, impart training and develop collaborative programs with academic institutions to spur innovation and digital disruption

- Create digital skills working groups having local and international experts to identify and develop a list of key skills (soft and technical), that should be relevant to the market needs in the short, medium and long term

- Strengthen digital entrepreneurship through education, training, and facilitation

- Establish strong connectivity between digital ecosystem components

- Develop local and international partnerships

- Provide convenient financing channels for eligible startups and enterprises especially for women entrepreneurs

- Develop programs to support startups, incubators, and accelerators

- Promote the essence of entrepreneurship in schools, colleges and universities

- Facilitate the promotion of IT Parks and tech cities

- Provide an environment for increasing ICT exports and revenue

- Facilitate SMEs to increasingly adopt e-commerce platforms and digital solutions for their products and services to expand e-business

- Facilitate tech-SMEs and tech-businesses to access regional and global markets

- Provide an integrated payment platform for citizens to pay for e-government services and other online services for public, with ease and convenience, and strengthening the digital payment ecosystem

- Create awareness among the banking sector to emphasize on fintech solutions to target the financially excluded fraction of population

- Promote innovation in fintech sector, and increased adoption of digital financial services

- Explore the potential use of emerging technologies, evaluate market demand, and identify competitive skills
- Facilitate ease of doing digital businesses and discourage anti-competitive behavior

JOB REQUIREMENTS:

Demonstrated Skills and Competencies:

- Having sound knowledge and in-depth understanding on latest technologies like Web/Mobile Development, Blockchain Technology, Cloud Computing, Graphics Designing, Digital Marketing, E-Commerce Business, IoT, Big data analytics, Data science, Machine Learning, Deep Learning, Artificial Intelligence and other emerging technologies etc.
- Familiarity with in demand digital certifications
- Strong knowledge of branchless banking, digital transactions, online money transfer mechanism
- Strong data analysis skills
- Strong interpersonal, communication and presentation skills
- Strong training and facilitation skills
- Efficient time management and ability to multitask
- Strong project planning and execution skills

Education: Degree in Computer Sciences/ Information Technology/ Software Engineering/ Telecommunication Engineering/ Electrical Engineering (Communication)/ any other related field (at least 16 years of education).

Work Experience: At least 7 years progressively relevant post-qualification experience in public or private sector organization.

Language Skills: English, Urdu

Key Working Relationships:

Position Reports to: Director Technical
Other Internal and/or external contacts: As assigned.