بِسْمِ اللهِ الرَّحْمٰنِ الرَّحِيْمِ

Reference Number: 188-HRS-IUL/2025/72

Date: 07th October 2025

Terms of Reference

Position

Technology Solutions Expert (CSC5-1)

Job Category

Full Time

Background

The Civil Service Commission of Maldives is looking to hire a staff for its Information Technology Section. The Information Technology Section is responsible for all the technology infrastructure of the Civil Service Commission. The objective of the staff is to work with the Information Technology team at the Civil Service Commission.

Reporting Relationships

He / she will report directly to the Head of Information and Communication Technology Section, or a person assigned by The head of Information and Communication Technology Section.

Qualification

- Maldives National Qualifications Framework Level 9 Certificate in Information Technology or Software Engineering or Computer Programming or Web and Application Development or Information Systems Management or in the field of Computer Science or any other related field.
- Or Maldives National Qualifications Framework Level 7 Certificate in Information Technology or Software Engineering or Computer Programming or Web and Application Development or Information Systems Management or in the field of Computer Science or any other related field. And at least 2 years of experience in the relevant field.
- Or having 2 years of experience in CSC 4, Grade 2 (CSC4-2), and consecutively scoring 85% or higher in the performance evaluation for the last 2 years while serving in this grade.

Experience

Required Experience

Database Management

- Proficient in advanced querying for SQL Server.
- Expertise in functions, views, stored procedures, and optimization.

Client System Support

- Proficient in supporting client systems such as computers, printers, phones, etc.

Networking

- Experienced in the configuration and management of switches, access points, and firewalls.

Security Systems

- Experience with ZK Devices.

Added Advantage

Virtualization

- Experience with virtualization solutions using VMware ESXi.

Storage Solutions

- Knowledge of NAS (Network Attached Storage).

Operating Systems

- Administration of Windows Server.
- Management of Linux systems.

Infrastructure Services

- Management of UPS systems.
- Deployment and configuration of Microsoft 365 services.
- Familiarity with RADIUS Server and PXE Boot Server.
- Administration of Update Server.
- Maintenance of File Server and DHCP Server.
- Familiarity with PABX.

Scope of Exam

- CloudFlare Administration
- GCP Administration

- Firewall Administration
- Microsoft Server Administration
- SQL Server Administration
- M365 Administration

Selection Criteria

Criteria	Points
Minimum Qualification and Experience Required	30%
Additional Qualification	5%
Additional Experience	5%
Exam	15%
Interview	45%