

National IT expert (SSA) - (Roster Call)

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Deadline:	The deadline for applications has expired	
Salary:	According to the interview results	
Location:	Bishkek	
Type of involvement:	temporary work	



[Organization for Security and Co-operation in Europe \(OSCE\)](#)

Address

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Information

Common information

Background:

The OSCE Programme Office in Bishkek (POiB) actively supports the host State in advancing good governance, transparency, anti-corruption efforts, and the modernization of public service delivery. A cornerstone of these efforts is the ongoing digital transformation of the public sector in the Kyrgyz Republic. As state institutions increasingly adopt e-government solutions, there is a continuous need for robust, secure, and integrated information systems. To effectively support national partners, such as ministries and state agencies, in developing, upgrading, and maintaining these digital platforms, the POiB requires access to high-level technical expertise. Because the demand for specialized IT support arises frequently across various projects, the POiB is establishing a roster of pre-qualified Information Technology experts. This roster will ensure the rapid deployment of qualified professionals capable of providing ad-hoc technical assistance in software development, system architecture, and business process automation.

Objective of Assignment:

The primary objective of this Roster Call is to identify and pre-select a pool of highly qualified Information Technology Experts (including Software Developers, System Analysts, and IT Architects). Selected candidates will be placed on a roster and may be contracted on a Short-Term Professional basis to provide specialized technical assistance, develop software solutions, model business processes, and ensure the seamless integration of state information systems in line with national digitalization strategies and information security standards.

Qualification requirements

- University degree in Information Technology, Computer Science, Mathematics, or a related field.
- At least three (3) years of proven professional experience in software development and/or information systems analysis;
- Demonstrated experience in the development, implementation, or maintenance of government information systems

or integration platforms;

- Experience in surveying and documenting business processes of government agencies or large organisations;
- Previous experience working on projects implemented in cooperation with government authorities or international organisations is considered an asset.
- Practical experience in development using one or more programming languages (Java, Python, C#, PHP, Flutter, or equivalent);
- Experience working with relational databases (PostgreSQL, Oracle, MS SQL);
- Knowledge of REST/SOAP API design principles and inter-system integration;
- Understanding of service-oriented and integration system architectures;
- Solid command of business process modelling methodologies (BPMN, UML, or equivalent);
- Experience in preparing technical specifications, functional requirements, and project documentation;
- Experience working with version control systems (Git);
- Knowledge of information security principles in government information systems is considered an asset;
- Proficiency in Microsoft Office (Word, Excel, Visio, PowerPoint) and process modelling tools;
- Fluency in Russian (written and oral) is required; knowledge of Kyrgyz is an advantage; knowledge of English at a technical documentation level is an advantage;
- Strong written and verbal communication skills, with the ability to clearly formulate and document requirements;
- Ability to establish effective collaboration with government representatives and non-technical stakeholders;
- Analytical mindset, attention to detail, and ability to work both independently and as part of a team;
- Ability to meet deadlines and maintain a high level of professional integrity;
- Understanding of public sector digitalisation processes and the regulatory framework in the field of informatisation is considered a significant asset.
- Demonstrated gender awareness and sensitivity, and an ability to integrate a gender perspective into tasks and activities;
- Ability and willingness to work as a member of team, with people of different cultural, and religious backgrounds, different gender, and diverse political views, while maintaining impartiality and objectivity.

Duties

Under the direct supervision of the respective Project Manager, the IT Expert(s) drawn from the roster will be expected to perform a range of technical tasks depending on the specific project needs. The duties may include, but are not limited to:

- Software Development & Engineering: Design, develop, test, and deploy software applications and systems using modern programming languages and frameworks (e.g., Java, Python, C#, PHP, Flutter);
- Database Management: Architect, optimize, and manage relational databases (including PostgreSQL, Oracle, and MS SQL) to ensure secure and efficient data storage and retrieval;
- System Integration & Architecture: Design and implement REST/SOAP APIs to facilitate inter-system integration. Develop solutions based on service-oriented and integration system architectures;
- Business Process Modelling & Analysis: Analyze current workflows and conduct business process modelling using standard methodologies (BPMN, UML) and modelling tools (e.g., Visio);

- **Technical Documentation:** Draft, review, and finalize comprehensive project documentation, including technical specifications, functional requirements, and system design documents;
- **Information Security & Compliance:** Ensure that all developed systems and integrations strictly adhere to information security principles, particularly those mandated for government information systems. Align technical solutions with the regulatory framework governing public sector digitalization;
- **Stakeholder Collaboration:** Establish effective communication and collaboration with both government representatives and non-technical stakeholders to gather requirements, provide technical advisory, and clearly formulate project goals;
- **Code Management:** Utilize version control systems (such as Git) for source code management and collaborative development.

For more detailed information on the structure and work of the OSCE Programme Office in Bishkek, please see: [OSCE Programme Office in Bishkek](#)

Conditions

Remuneration will be based on the selected consultant's/expert's qualifications, experience, the tasks and deliverables for this position and in accordance with the OSCE established rates.

If you wish to apply for this position, please use the OSCE's online application link found under <https://vacancies.osce.org/>.

The OSCE retains the discretion to re-advertise/re-post the vacancy, to cancel the recruitment or to offer an appointment with a modified job description or for a different duration.

Only those candidates who are selected to participate in the subsequent stages of recruitment will be contacted.

The OSCE is committed to diversity and inclusion within its workforce, and encourages qualified female and male candidates from all religious, ethnic and social backgrounds to apply to become a part of the Organization.

Candidates should be aware that OSCE officials shall conduct themselves at all times in a manner befitting the status of an international civil servant. This includes avoiding any action which may adversely reflect on the integrity, independence and impartiality of their position and function as officials of the OSCE. The OSCE is committed to applying the highest ethical standards in carrying out its mandate. For more information on the values set out in OSCE Competency Model, please see <https://jobs.osce.org/resources/document/our-competency-model>.

Please be aware that the OSCE does not request payment at any stage of the application and review process.

About company

Программный офис в Бишкеке является полевой миссией ОБСЕ, расположенной в столице Кыргызской Республики в городе Бишкек.

Согласно мандату Программный офис в Бишкеке занимается разработкой, внедрением и отчетностью во всех трех измерениях в рамках подхода ОБСЕ к всеобъемлющей и основанной на сотрудничестве безопасности. Учитывая растущие потребности и приоритеты принимающей страны, Офис предоставляет содействие Правительству в рамках тесного сотрудничества между ОБСЕ и Кыргызской Республикой.

Работа Офиса сосредоточена на ряде вопросов безопасности: от транснациональных угроз (например, торговля людьми и терроризм) до содействия правоохранительным органам, а также на рисках, вызванных экономическими и экологическими проблемами. Помимо этого, Офис выступает в поддержку полной реализации Пакта ООН об экономических, социальных и культурных правах, судебной реформы, гендерного равенства, справедливости и демократичной избирательной системы.