

**JOB DESCRIPTION OF CONSULTANT, INFORMATION TECHNOLOGY
AND DIGITAL TRANSFORMATION (IT & DT)**

- i. To ensure that all project components align with the overarching strategy of the Digital Economy Enhancement and broader Digital Pakistan vision.
- ii. To continuously review and align project activities with strategic objectives to ensure coherence and synergy across various initiatives.
- iii. To provide expert advice to the project, offering insights and strategic guidance to inform decision-making. Assist in translating the strategic vision into actionable plans and ensure that project execution adheres to defined goals.
- iv. To advise on development and refinement of policies that support digital transformation.
- v. To provide guidance on capacity-building measures needed to support the successful implementation of digital strategies within different projects and also identify skill gaps, recommend training programs, and advise on best practices for building a competent digital governance team.
- vi. To guide the team in strategic risk assessments for the project components and develop mitigation strategies.
- vii. To prepare strategic reports and documentation so as to articulate the progress, challenges, and opportunities within the project's strategy implementation.
- viii. To interpret complex data and provide actionable insights from time to time.
- ix. To carry out any other task assigned by Secretary, Member, DCPC and Minister PD&SI.