



১৯৫

PALLI KARMA-SAHAYAK FOUNDATION (PKSF)

www.pksf.org.bd

Terms of Reference (ToR) for System Architect & Integrator

1.0 Background

Palli Karma-Sahayak Foundation (PKSF), an apex development organization founded by the Government of Bangladesh, is mandated for poverty alleviation through sustainable employment generation by providing appropriate financing, skill training, and other necessary services. As a second-tier organization, PKSF implements all programs and projects through more than 200 of its Partner Organizations (POs) across the country. Extending diversified financial and non-financial services covering over 2 crores members using it's and POs' digital network.

To strengthen data-driven planning and monitoring, PKSF is in the process of implementing a comprehensive Decision Support System (DSS) an integrated systems platform. Through real-time dashboards, analytics, and reporting tools, the DSS will enhance evidence-based decision-making, transparency, accountability, and operational efficiency at all levels.

For the successful implementation of the DSS and to ensure smooth transition and ownership of the system at PKSF level after completion of work by the selected software firm, PKSF intends to engage a qualified professional in the position of System Architect & Integrator. The incumbent will play a key role in system integration, technical supervision, and coordination with the software firm to ensure that the DSS architecture, data flow, and overall functionalities are implemented effectively and aligned with PKSF's operational and strategic requirements

2.0 Name of the Position

System Architect & Integrator

3.0 Duty Station

The incumbent will be stationed in Dhaka. Occasional field visits may be required as per organizational needs.

4.0 Employment Duration

The appointment will be made initially for 04 (four) years, subject to annual renewal based on performance and demonstrated dynamism.

5.0 Responsibilities and Tasks

The System Architect & Integrator will work under the Information Technology (IT) Department of PKSF and will be responsible for the following tasks (but not limited to):

- Provide overall technical leadership for the architecture design, system integration, and implementation of the Decision Support System (DSS) in alignment with PKSF's strategic objectives.
- Collaborate with the selected software firm to design, implement, and document the DSS architecture and ensure timely, secure, and scalable integration of all modules and



PKSF Bhaban-1, E-4/B, Agargaon Administrative Area, Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh



PABX: +88-02-222218331-33, 222218335-39



+88-02-222218341, 222218343

pksf@pksf.org.bd



facebook.com/pksf.org.bd



youtube.com/@PKSF1990



১৯৫



PALLI KARMA-SAHAYAK FOUNDATION (PKSF)

www.pksf.org.bd

- Partner Organization (PO) systems through standardized APIs and data exchange mechanisms.
- Review and validate system design documents, database schemas, API structures, and deployment plans to ensure alignment with PKSF's data governance, privacy, and cybersecurity standards.
 - Oversee and enforce technical quality across all SDLC phases, including architecture reviews, code quality assessment, version control, change management, and configuration management practices.
 - Establish and maintain clear technical communication channels, reporting mechanisms, and governance protocols between PKSF, vendors, and internal teams.
 - Facilitate system testing, UAT, deployment planning, and release management, ensuring production readiness and rollback procedures are properly defined.
 - Monitor vendor performance against established KPIs and service levels, identify technical risks or integration challenges, and recommend corrective actions.
 - Ensure data migration, synchronization, and interoperability between PKSF and PO systems while maintaining system scalability and performance.
 - Conduct vendor security assessments and ensure compliance with regulatory, cybersecurity, and internal policy requirements.
 - Prepare and maintain all technical documentation, including architecture blueprints, configuration manuals, SOPs, and integration guidelines.
 - Support capacity building of PKSF's IT team for independent management, operation, and maintenance of the DSS post-deployment.
 - Drive continuous improvement in system architecture, vendor management, and integration processes, as assigned by PKSF management.

6.0 Academic and other qualifications

- Candidates must have a Bachelor's degree in Computer Science/Computer Science & Engineering/Information Technology/Software Engineering/Business Information Systems from a recognized university.
- Applicants must have at least two First Divisions/Classes or equivalent CGPA in their academic record.
 - Any Third Division/Class in any examination is not acceptable.
 - First Class will be determined based on the candidate's regular degree (considering the first three degrees only)
- Candidates with AWS, Google Cloud or Microsoft Azure professional-level certifications including AWS Certified Solutions Architect, Google Cloud Professional, or Microsoft Azure Fundamentals will be given preference.

7.0 Experience & Required Skills

- Mandatory Experience and Required Competencies of the Candidate:
 - Candidates must have at least 10 (ten) years of experience in system design, development, and integration of large-scale enterprise applications, including



PALLI KARMA-SAHAYAK FOUNDATION (PKSF)

www.pksf.org.bd

extensive hands-on experience in both backend (Java/Spring Boot) and frontend (React or Angular) frameworks.

- b. Designing and implementing enterprise-level system architectures integrating multiple applications and databases using Microservices or Service-Oriented Architecture (SOA) based on Java/Spring Boot frameworks.
- ii. Preference will be given to the candidates with demonstrated experience and proficiency in the following areas:
 - a. Developing secure, scalable, and high-performance APIs using Java, Spring Boot, and Spring Security, and integrating with frontend applications built on Angular, React, or equivalent JavaScript frameworks.
 - b. Demonstrating strong understanding of database design, architecture, and optimization, with advanced SQL skills in PostgreSQL, Oracle (PL/SQL), and Microsoft SQL Server (T-SQL) for data modeling, performance tuning, and backend integration with Java applications.
 - c. Implementing and maintaining CI/CD pipelines using Jenkins, GitLab CI/CD, or GitHub Actions, and managing version control (e.g., Git) with effective branching, code-review, and quality-assurance practices.
 - d. Applying robust API security, authentication (OAuth2, JWT), and encryption mechanisms to ensure data protection and interoperability through RESTful and SOAP web services.
 - e. Designing and managing cloud-based and on-premises deployments using AWS, Azure, or equivalent infrastructure, with practical experience in containerization technologies such as Docker and Kubernetes.
 - f. Conducting comprehensive system testing, UAT, and performance tuning, using modern monitoring, logging, and profiling tools (e.g., ELK Stack, Prometheus, Grafana).
 - g. Demonstrating proficiency in Java and related frameworks (Spring, Hibernate, Maven/Gradle), with a solid understanding of software design patterns, integration technologies, and maintainable architecture principles.
 - h. Leading technical coordination with software vendors to ensure compliance with architectural standards, scalability, and data-governance requirements.
 - i. Establishing and enforcing technical governance frameworks covering SDLC adherence, code quality, configuration management, and change control.
 - j. Managing vendor relationships, performance monitoring, and contract compliance to ensure deliverables meet defined KPIs and SLAs.
 - k. Developing and implementing risk-management, mitigation, and change-control strategies across the project lifecycle.
 - l. Planning and coordinating technical resources, monitoring team performance, and ensuring effective communication, reporting, and documentation throughout all project phases.



PALLI KARMA-SAHAYAK FOUNDATION (PKSF)

www.pksf.org.bd

- m. Ensuring compliance with cybersecurity, data privacy, and GoB ICT policy standards, with readiness for system audits and security assessments.
- n. Applying best practices for system reliability, backup, disaster recovery, and business continuity, consistent with PKSf's data-governance and ICT policies.
- o. Exhibiting excellent communication and presentation skills, with the ability to translate complex technical information into business-friendly language for stakeholders.
- p. Demonstrating strong analytical thinking, decision-making, and problem-solving capabilities under tight deadlines.
- q. Providing technical leadership to cross-functional teams, fostering collaboration, adaptability, and a culture of continuous improvement.
- r. Maintaining a high degree of attention to detail, quality consciousness, and responsiveness to evolving business and technical priorities.
- s. Possessing strong negotiation, conflict-resolution, and multitasking abilities in managing concurrent technical activities within complex development environments

8.0 Age limit

Minimum 37 years on the last date of application.

9.0 Salary & other admissible benefits:

- i. Consolidated monthly salary will be BDT 2,00,000/-(Two Lac only)
- ii. Other admissible benefits (Annual Salary Increment, Festival Allowance, Bangla Noboborsho Allowance, Mobile Allowance, Group insurance, etc.) as per PKSf policies.
- iii. Salary and other admissible benefits (if any) are inclusive of all taxes as imposed by the Government of Bangladesh. All relevant Taxes will be deducted at sources as per the Government rules.

PKSF is an equal opportunity employer and seeks to employ and assign the best-qualified personnel for all of its positions in a manner that does not unlawfully discriminate against any person because of his/her specific identities, such as race, religion, gender, disability or any other status or characteristics protected by the laws of the country.