

सर्वोच्च अदालतको
आवश्यकता सम्बन्धी सूचना
मिति : २०७६।०३।२९

यस अदालतमा सूचना प्रविधि सम्बन्धी कामका लागि देहायबमोजिमको पदमा प्राविधिक कर्मचारीहरू आवश्यक भई उक्त पदमा सेवा करारमा लिनुपर्ने भएकोले निर्धारित योग्यता पुगेका इच्छुक नेपाली नागरिकहरूले यो सूचना प्रथम पटक प्रकाशित भएका मितिले १५(पन्ध्र) दिनभित्र ३५ वर्ष उमेर ननाघेका पुरुष र ४० वर्ष उमेर ननाघेका महिला नेपाली नागरिकहरूले आफ्नो शैक्षिक योग्यता, अनुभव र नेपाली नागरिकतासमेतका आवश्यक प्रमाणपत्र सहित यस अदालतको प्रशासन महाशाखामा आवेदन गर्नुहुन सम्बन्धित सबैको जानकारीका लागि यो सूचना प्रकाशित गरिएको छ ।

१ (क) पद: Web/Software Developer

पद संख्या : १

काम गर्नुपर्ने स्थान : सर्वोच्च अदालत

- Web/Software developer will be working as an Application Developer for Legal and Judicial Information System of the Supreme Court of Nepal. S/he will report to the Manager of Software and Information Systems. S/he must be experienced in software/web applications development and shall work creatively and innovatively in the team and deliver results.

(ख) न्यूनतम योग्यता (Minimum Qualification)

- Bachelor in Information Technology or Equivalent with 3+(Three Plus) years experience. (Preference will be given to the candidates with Professional Certification).

(ग) आवश्यकता (Requirements)

- Good knowledge of PHP, MySQL, Oracle, REST API, HTML, XML, Jquery, Android and similar other application.
- In-depth understanding of MVC Frameworks (Preferably CI/Laravel).
- Proficient understanding of code versioning tools, such as Git, SVN.
- Ability to quickly grasp new tools & technology and self-learning.
- Excellent written and verbal communication skills.
- Experience with System Deployment in Virtual Server will be an added advantage.

(घ) कार्य विवरण (Job Description)

- Develop, test and implement new software programs.
- Clearly and regularly communicate with management and technical support colleagues.
- Design and update software database. This includes, but is not limited to,
✓ Software Applications, Websites, Data Communication Processes, and User Interfaces, •

- ✓ Test, maintain and recommend software improvements to ensure strong functionality and optimization,
- ✓ Facilitate root cause analysis of System issues, review new and existing code and/or perform unit testing,
- ✓ Identify areas and create ideas to improve system performance and impact availability,
- ✓ Resolve complex technical design issues,
- ✓ Analyze user requirements and convert requirements to design documents,
- ✓ Make good technical decisions that provide solutions to challenges,
- ✓ Compile timely, comprehensive and accurate documentation and/or reports as required,
- ✓ Possess up-to-date knowledge of technological developments in the industry,
- ✓ Communicate effectively and professionally in all forms of communication and be prepared for multi-tasking,

२ (क) पद: **Network/System Administrator**

पद संख्या : ३

काम गर्नुपर्ने स्थान : सर्वोच्च अदालत वा मातहतका अदालतहरू

- System/Network administrator will be working as Administrator and Supervisor of Networks in all levels. S/he will work on all systems related activities. System/Network Administrator will report to the Manager of System and Security. S/he should be the expert of Computer Hardware/System/Network Security.

(ख) न्यूनतम योग्यता (**Minimum Qualification**)

- Bachelor in Information Technology or Equivalent with 3+(Three Plus) years experience. *(Preference will be given to Candidates with professional Certification).*

(ग) आवश्यकता (**Requirements**)

- Good knowledge of Linux/Windows Server, Virtualization, Cisco, Juniper, Fortigate, Checkpoint, HCI.
- Proficient understanding of code versioning tools, such as Git, SVN.
- Ability to quickly grasp new tools & technology and self-learning.
- Excellent written and verbal communication skills.
- Experience with System Deployment in Virtual Server will be an added advantage.

(घ) कार्य विवरण (**Job Description**)

- Ensure smooth operation of Data Center Cloud Infrastructure and Services.
- DNS, IIS, Apache, Mail, FTP, Active Directory server configuration and troubleshooting.
- Linux/Windows System Administration.
- DNS, Web, Email, FTP and SSL Certificate Management.
- System Migration, Software/Application Deployment & Updates.
- Disk Space, Partition and Usage Management.
- Configure and install various network devices and services, IT Equipment, Networking, Virtual Machines, and troubleshooting. if there is an issue. *(e.g. routers, switches, firewalls, load balancers, VPN, QoS).*
- Perform network maintenance and system upgrades, including service packs, patches, hotfixes, and security configurations.

- Backing up of all necessary Firmware, configurations of Firewall, switches, NVR, NAS, AP, Virtual Machines.
- Support LANs, WANs, Network segments, internet, and intranet systems.
- Monitor IT infrastructure and respond immediately to security or usability concern.
- Provide network technical support.
- Evaluate and optimize IT infrastructure for better performance.
- Liaise with vendors and other IT personnel for problem resolution.

३ (क) पद: **Chip Level Maintenance Officer**

पद संख्या : १

काम गर्नुपर्ने स्थान : सर्वोच्च अदालत

- Chip Level Officer will be working as the maintenance and repairmen of all types of IT Hardware. S/he will control all system/maintenance/support activities. Chip level officer will report IT Manager for the maintenance and repair of all IT devices or equipment or hardware; and should be the expert of computer hardware/system/network maintenance.

(ख) न्यूनतम योग्यता (Minimum Qualification)

- Bachelor in Information Technology or Equivalent with 3+(Three Plus) years experience. (Preference will be given to Candidates with professional Certification).

(ग) आवश्यकता (Requirements)

- Good knowledge of Computer Hardware.
- Proficient understanding of code versioning tools, such as Git, SVN.
- Ability to quickly grasp new tools & technology and self-learning.
- Excellent written and verbal communication skills.

(घ) कार्य विवरण (Job Description)

- The Chip Level Maintenance Officer will concentrate on the overall health of the system (Printer/computer/scanner/Server etc.).
- Knowledge of shouldering and chip level maintenance of all types of IT Equipment.
- To work (installation, configuration, maintenance) with Linux/Microsoft Windows server and workstations in a mixed environment.
- Overall System maintenance in windows and Linux server.
- Verify that peripherals are working properly.
- Quickly arrange the repair for hardware in the occasion of hardware failure.
- Monitor system performance.
- Monitor and maintain network communication.
- Update system as soon as a newer version of OS and application software comes out.
- Implement the policies for the use of computer systems/network/ maintenance.

४ (क) पद: **Software Support Person**

पद संख्या : २

काम गर्नुपर्ने स्थान : सर्वोच्च अदालत

- The Software Support Person will be working as a supervisor for software Implementation. S/he will work in all troubleshoot/data related activities. Software Support Person will coordinate with the Manager of Software and Information Systems and S/W developers. S/he should have good knowledge of computer and fast typing speed in English and Nepali language.

(ख) न्यूनतम योग्यता (**Minimum Qualification**)

- Intermediate Degree or Equivalent with minimum 1+(One Plus) years experience in IT related field. Should have at least 3 months training in any programming language. *(Preference will be given to the candidates with Professional Certifications and Experience).*

(ग) आवश्यकता (**Requirements**)

- Capable of working in teams in a fast pace.
- Good communication skills and team player.
- Knowledge of various operating systems.
- Knowledge of Nepali Unicode.
- Knowledge of software installation.
- Knowledge of database and hardware.

(घ) कार्य विवरण (**Responsibilities**)

- Report to the manager of Software and Information System for work.
- Uploading documents, files and other materials in the website.
- Uploading and updating details in E-portal.
- Supportting for entry of data, changing and managing contents of the website.
- Providing support service and assisting in the smooth functioning of websites of Supreme Court, High Court and District Court.
- Performing the role of Software Support Person, as required.