

Terms of Reference

Position : System Engineer
Position Type: 12 months initially (daily rate basis consultant)
Duration : October 2026 – September 2027
Reports to : E-Governance Coordinator
Location : Dhaka (Office of the Registrar General-ORG)

Project Background

The project "E-effective Governance: Accelerating e-government and digital public services in Bangladesh" aims to enhance transparency, accountability, and responsiveness in public service delivery through improved e-government tools and processes. Implemented by the e-Governance Academy (eGA) and the British Council, the project addresses three main objectives:

1. Improving digital interaction, coordination, and communication between government ministries, agencies, and departments (G2G).
2. Strengthening the capacities of public sector employees for better performance and service delivery (G2E).
3. Improving the quality of public services for citizens by ensuring efficient service delivery (G2C).

The project targets multiple groups, including government entities, public employees, civil society organisations (CSOs), and private enterprises. This initiative aims to address challenges like fragmented e-services, infrastructure gaps, and inefficiencies in public service delivery.

Purpose of this position

The purpose of the position is to provide specialised system engineering support to the **Office of the Registrar General (ORG)** to strengthen the architecture, security, performance, interoperability and long-term sustainability of the **Birth and Death Registration Information System (BDRIS)**. The Consultant will also build the technical capacity of ORG ICT personnel through knowledge transfer and hands-on mentoring and will support ORG's readiness for secure data exchange with other agencies in the interest of smoother birth and death registration.

Number of Position: 1

The British Council is seeking a highly motivated and experienced System Engineer to support the Office of the Registrar General (ORG) in undertaking the responsibilities outlined below. The consultant will be contracted on a daily-rate basis and will provide services for up to 220 working days during the contract period.

Accountabilities, Responsibilities, and Main Duties

The scope includes but not limited to the followings:

- ☐ Develop and implement strategies for improving or further leveraging these systems.
- ☐ Ensure compliance with industry standards and regulations related to network security.
- ☐ Provide technical support to resolve complex network issues.

- ☐ Ensure compatibility and interoperability of in-house computing systems such as:
 - ☐ iLO and virtualization using VMware (vCenter, vRealize, NSX-T)
 - ☐ Linux and Windows environments
 - ☐ Microsoft Azure
 - ☐ F5 (WAF, Load Balancer, DNS Security, SSL Offloader) and Nginx Plus
 - ☐ Network monitoring and scalability
 - ☐ Micro-segmentation in application security
 - ☐ Router, firewall and switch configuration
 - ☐ Apache Tomcat and IIS server configuration
 - ☐ Active Directory, Exchange Server and mail server
- ☐ Monitor and test system performance; prepare and deliver system performance statistics and reports.
- ☐ Manage and monitor all installed systems and infrastructure.
- ☐ Install, configure, test and maintain operating systems, application software and system management tools.
- ☐ Proactively ensure the highest levels of systems and infrastructure availability.
- ☐ Develop and maintain the network architecture, including LAN, WAN, and Data Centre networks.
- ☐ Design scalable and resilient network solutions to meet business requirements.
- ☐ Implement and maintain network documentation and diagrams.
- ☐ Deploy, configure, and manage network hardware and software components such as routers, switches, firewalls, load balancers, and wireless infrastructure.
- ☐ Ensure proper network segmentation and security measures are in place.
- ☐ Collaborate with vendors and service providers to procure and implement network solutions.
- ☐ Implement network monitoring tools and processes to proactively identify and address performance issues.
- ☐ Analyze network traffic patterns and optimize network performance for maximum efficiency.
- ☐ Troubleshoot and resolve network-related incidents and outages promptly.
- ☐ Implement and enforce network security policies and best practices.

Key competencies:

Education and Certifications

Applicants must have a minimum bachelor's degree in EEE/ECE/CSE/CS. Master's is preferable.

The following certifications will be considered as an advantage:

- ☐ CCNP
- ☐ CCNA
- ☐ Cisco Certified
- ☐ Palo Alto/Fortinet
- ☐ Network Security - F5
- ☐ Windows/Linux

Experience and Competencies

- ☐ Applicants must have at least 5 (five) years of experience in network engineering and administration, focusing on complex network infrastructures.
- ☐ Experience with virtualization and containerization (e.g., VMware, VirtualBox).
- ☐ Thorough LAN switch and router management knowledge via telnet and web interfaces.
- ☐ Knowledge of router protocols and setup thereof.
- ☐ Thorough knowledge of TCP/IP communication.
- ☐ Effective team leader and coordinator.
- ☐ Exceptional problem-solving skills and a demonstrated ability to communicate effectively.
- ☐ Excellent understanding of the organization's goals and objectives.
- ☐ Good project management skills.
- ☐ Excellent written, oral, and interpersonal communication skills.
- ☐ Self-motivated with the capacity to work independently and collaboratively within a team.
- ☐ Proven analytical and creative problem-solving abilities.
- ☐ Able to priorities and execute tasks in a high-pressure environment.
- ☐ Strong customer service orientation.
- ☐ Proficiency in networking protocols and technologies (BGP, OSPF, RIP, MPLS, etc.).

How to apply.

Please submit the following documents via email at recruitment.nfe@britishcouncil.org

- ☐ A cover letter outlining the relevance of your skills and experience to the advertised position.
- ☐ An up-to-date curriculum vitae (CV).

Please use the exact subject line “System Engineer”. An incorrect or inappropriate subject line may reduce your chances of being shortlisted.

Note: No hard copy applications will be accepted. Only shortlisted candidates will be contacted for the next stage of the recruitment process.

Closing date: 06 October 2026