

Job Title: MIS –Specialist Provincial Disaster Risk Information System (PDRIS)

Department: Public Sector Khyber Pakhtunkhwa.

Project: Provincial Disaster Risk Information System (PDRIS) GIZ Funded.

Location: Peshawar, Khyber Pakhtunkhwa.

Reports to: Project Director Gender and Child Cell – PDMA

Background-PDRIS

The Provincial Disaster Risk Information System (PDRIS) is funded by GIZ and implemented under the Public Sector of Khyber Pakhtunkhwa. It is designed to improve disaster preparedness, response, and recovery through the use of real-time spatial data and decision-support tools. The system focuses on multi-hazard risk mapping including floods, earthquakes, urban hazards, and heatwaves, particularly for vulnerable districts like Nowshera and Charsadda. It also integrates socio-economic and infrastructure vulnerability data to support government agencies, NGOs, and communities.

TOR: MIS Specialist – PDRIS

The MIS Specialist will support PDMA in developing and maintaining the Provincial Disaster Risk Information System (PDRIS), a web-based GIS platform that helps in disaster risk management. The system integrates real-time hazard data, vulnerability assessments, and decision support tools to improve preparedness and response in Khyber Pakhtunkhwa.

Key Responsibilities

- Manage dashboards and configurations related to hazard mapping, early warnings, and response systems.
- Prepare system documentation including manuals, SOPs, and training materials.
- Coordinate with technical experts, field teams, and disaster management units.
- Contribute to data-driven products like early warning bulletins and loss/damage reports.
- Assist in developing and managing the PDRIS platform using Agile methodologies.
- Handle data integration, validation, and security from various departments.
- Coordinate with stakeholders and provide training on system use.
- Develop reports, dashboards, and risk maps.
- Provide IT support and ensure platform performance and updates.

Required Qualifications

- Master's degree in Information Systems or related field.

- Over 10 years of experience in MIS, system analysis, and software development.
- Strong skills in documentation, data analysis, and project coordination.

Technical Skills

- Familiarity with data visualization platforms like Power BI and QGIS.
- Knowledge of disaster risk frameworks, particularly the Sendai Framework.
- Ability to troubleshoot technical issues and oversee IT system performance.
- Familiar with web development tools, and system development.
- Experience with database management, Agile (SCRUM), and documentation tools.
- Understanding of disaster risk management and information systems.