



**Office of the President of the Philippines**  
**Office of the Presidential Adviser on Peace, Reconciliation and Unity**  
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**TERMS OF REFERENCE**

OFFICE	<b>Information and Communications Technology Division (ICTD)</b>
JOB TITLE / POSITION	<b>Project Development Officer III</b>
DESIGNATION (if applicable)	Application/Web Developer
JOB LEVEL	Technical, Salary Grade (SG) 18 – Contract of Service
PLACE OF ASSIGNMENT	OPAPRU Central Office
MINIMUM QUALIFICATIONS	<ol style="list-style-type: none"> <li>1. Relevant Bachelor's degree</li> <li>2. 2 years of relevant experience</li> <li>3. Must have experience in developing software using front-end technologies such as HTML5, CSS3 or similar.</li> <li>4. Must have experience in using content management system such as WordPress, Joomla or similar.</li> </ol>
JOB OBJECTIVE	To develop efficient systems based on specifications in support to the operations of the OPAPRU.
KEY RESULT AREAS	To deploy and deliver effective and efficient ICT systems and services in support to the OPAPRU's organizational capacity to fulfill its peace mission in conflict affected and conflict-vulnerable areas.
DUTIES AND RESPONSIBILITIES	<ol style="list-style-type: none"> <li>1. Maintain, update and optimize OPAPRU's official website.</li> <li>2. Maintain and update in-house developed web application systems.</li> <li>3. Evaluates new or modified software programs / web applications based on user requests and provide technical specifications including a high-level estimate of time to complete.</li> <li>4. Develops, tests, and implements applications using C#, ASP.Net, MVC, JavaScript, .Net Framework, Web Forms, Laravel, Vue.js, SQL Server, CSS, JQuery, Bootstrap, JSON, AJAX and other related web technologies.</li> <li>5. Perform routine site audits, as well as ongoing maintenance, on an as-needed basis.</li> <li>6. Perform other tasks that may be assigned by the immediate head.</li> </ol>