Term of Reference (ToR)

Digital platform expert

<table>
<thead>
<tr>
<th>Organization</th>
<th>German Jordanian University (GJU)</th>
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<tbody>
<tr>
<td>Funding Agency</td>
<td>The Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH, (GIZ)</td>
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<tr>
<td>Funding Program</td>
<td>Jordanian-German Energy Partnership</td>
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<tr>
<td>Project Title</td>
<td>Advice on and support of bilateral energy partnerships with developing and emerging countries</td>
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<tr>
<td>Project Number</td>
<td>81281325</td>
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<tr>
<td>Position Title</td>
<td>Digital platform expert (part-time)</td>
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<tr>
<td>Location</td>
<td>German Jordanian University (GJU)</td>
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<tr>
<td>Duration</td>
<td>10 working days total from July 10th – Sep 30th, 2023</td>
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Notes:
- The application and CV’s must be filled on the following link https://docs.google.com/forms/d/1Lk5e-Zp-XAbelU1bGCAgPEekFwbdEeSXDQ-rEvKhrj2Y/edit
- Please note that only short-listed candidates will be contacted.
- Any proposals received after July 7th 2023 will not be accepted.
- Women candidates are encouraged to apply.

Introduction

We are looking for a part-time senior digital platform expert who is experienced in both social media metrics and web analytics, implementing this knowledge to promote businesses’ operation online. And responsible to managing a digital project, liaising with other departments to ensure one brand voice, and consistency.

The best candidate is someone who can work collaboratively with the GJU team, is passionate about web development, and has a deep understanding of front-end and back-end development technologies and methodologies. If you are looking for a challenging and new exciting opportunity, you can apply!

Job Description and Responsibilities

- Platform Management
- Technical Support
- Platform Optimization
- User Experience Enhancement
- Stakeholder Management
Minimum Qualifications

- Bachelor's degree in computer science, information technology, or a related field (or equivalent experience).
- Proven experience in managing and optimizing digital platforms.
- Strong technical knowledge of digital platforms, content management systems (CMS), e-commerce platforms, or customer relationship management (CRM) systems.
- Proficiency in web technologies, APIs, and integration methods.
- Familiarity with user experience (UX) principles and best practices.
- Analytical mindset with the ability to interpret data and metrics.
- Excellent problem-solving and troubleshooting skills.
- Strong project management and organizational abilities.
- Knowledge of data protection regulations and security protocols.
- Effective communication and stakeholder management skills.

Duration of the Work

This assignment is expected to be finalized within 10 working days, from July 10th to Sep 30th, 2023.

Payment Milestone

The consultant will be paid a rate of 150 euro/Day for a maximum of 5 working days per month, and the payment will be issued after submitting the required task.