



Terms of reference

Title: Enterprise Resource Planning (ERP) Developer

Unit: Administration and Finance

Summary

We are looking for someone with demonstrated experience in MS Dynamics NAV and proven skills in software development. The ERP Developer will help manage the use of Microsoft Dynamics NAV across ICIMOD.

The applicant must be results driven and motivated to make a difference. The ERP Developer will be based in Kathmandu, Nepal, and working in a cross-cultural, impact-oriented environment. This is an exciting opportunity for someone who values the management of organisational processes, partnerships, and diversity, and is committed to helping build a greener, more inclusive, climate-resilient Hindu Kush Himalaya (HKH).

Responsibilities and tasks

Under the overall guidance and direct supervision of the ERP Coordinator, the ERP Developer shall perform the following tasks in the Navision ERP system:

- Designing and developing new modules in Microsoft Dynamics NAV
- Developing new reports and customising existing reports
- Analysing technical requirements and writing technical specifications
- Supporting, maintaining, and enhancing existing applications
- Conducting unit and integration testing of design changes
- Contributing to planning and coordinating activities within the team
- Ensuring change requests/bugs are properly logged and responded to in a timely manner and according to standards and procedures

Minimum qualifications

- A master's degree in engineering, computer science, or computer applications along with a minimum of five years of technical experience in Microsoft Dynamics NAV (newer versions such as Business Central preferred) is required. A first-level university degree in combination with eight years of qualifying experience may be accepted in lieu of the advanced university degree.
- Experience in third-party integration and Microsoft SQL Server
- Good working knowledge of financial management, purchase and sales, and fixed assets
- Experience with full multiple life cycles of project implementation and support

- Microsoft Dynamics NAV certification
- Strong C/SIDE experience and good knowledge in Microsoft SQL Server
- Experience with installation of Microsoft Dynamics NAV and SQL Server
- Ability to perform customisations and development with the Navision Source code
- Client orientation and ability to work in a multicultural environment

Skills and competencies

- **Teamwork and cooperation:** Solicits ideas and opinions to help form specific plans and take decisions cohesively
- **Result orientation:** Takes responsibility for fulfilling challenging goals set in line with organisational processes
- **Cross-cultural impact:** Adapts to various customs and practices
- **Analytical thinking:** Uses logical thinking to solve problems, develop plans, and contribute to the decision-making process while taking different viewpoints into account
- **Impactful communication:** Is a good communicator and listener, able to convey thoughts and ideas in a clearly and concisely manner
- **Behavioural flexibility and managing change:** Adapts to change and adjusts to new circumstances while helping others do the same
- **Developing others:** Supports a learning culture and provides feedback on the performance of others, including adherence to protocol
- **Continuous improvement and innovation:** Seeks to improve work processes by implementing new practices and technologies

Duty station

The duty station is Kathmandu.

Duration

This is a two-year fixed term position with a probation period of six months, starting as soon as possible. There is a possibility of an extension subject to performance and ICIMOD's future funding levels.

Remuneration

Salaries and benefits at ICIMOD are competitive compared with other international organisations. We offer a comprehensive benefits package, which includes provident fund, health insurance, severance pay, education grant, and paid leave. For expatriates there is tax exemption in Nepal;



they are responsible for home country tax payments. Expatriate staff are also entitled to home leave ticket, as well as a removal and installation allowance.

Remuneration is commensurate with experience and qualifications.

Gender and equity policy

Qualified and eligible women candidates and those from disadvantaged backgrounds are highly encouraged to apply. ICIMOD upholds a gender equity policy and is supportive of women professionals. It operates a day-care centre at the campus and is committed to the integration of gender equity at the organisational and programmatic levels.

Methods of application

Applicants are requested to apply before **May 22, 2023 (11:59 PM Nepal Standard Time)** via email to hrod@icimod.org including your updated CV and cover letter. In your email subject line, mention the position you are applying for (i.e., “Application for the position of ERP Developer”).

Only shortlisted candidates will be notified.

About ICIMOD

We are [ICIMOD](#) – a unique regional intergovernmental learning and knowledge centre based in Kathmandu, Nepal. We are a dynamic diverse group of people focused on our work towards a shared vision of a greener, more inclusive, and climate-resilient HKH. We work on behalf of our eight regional member countries: Afghanistan, Bangladesh, Bhutan, China, India, Myanmar, Nepal, and Pakistan.

We aim to influence policy and practice by bringing researchers, practitioners, and policymakers together to identify better ways of helping the people and communities of the HKH meet the increasing climate and environmental challenges while encouraging regional cooperation and collaboration for more sustainable mountain development.

We have just developed a new [Strategy](#) (2023–2030), which will frame the next two Medium-Term Action Plans – [MTAP V](#) (2023–2026) and MTAP VI (2027–2030). We are committed to helping build a greener, more inclusive, climate-resilient HKH and are eager to engage talented new colleagues from across the region and the world.

