

Job no: 596430

Contract type: Consultant

Duty Station: Accra

Level: Consultancy

Location: Ghana

Categories: Social Policy

UNICEF works in over 190 countries and territories to save children's lives, defend their rights, and help them fulfill their potential, from early childhood through adolescence.

At UNICEF, we are committed, passionate, and proud of what we do for as long as we are needed. Promoting the rights of every child is not just a job – it is a calling.

UNICEF is a place where careers are built. We offer our staff diverse opportunities for professional and personal development that will help them reinforce a sense of purpose while serving children and communities across the world. We welcome everyone who wants to belong and grow in a diverse and passionate culture, coupled with an attractive compensation and benefits package.

Visit [our website](#) to learn more about what we do at UNICEF.

For every child, the right to education

How can you make a difference?

The consultant will work under the supervision of the UNICEF, Programme Specialist (Social transfer) and under the overall oversight of the UNICEF Chief of Social Policy and Inclusion. UNICEF and the LEAP (Livelihood Empowerment Against Poverty) Management Secretariat, of the MoGCSP (Ministry of Gender, Children and Social Protection), will provide regular technical support to the consultant and facilitate the engagement and collaboration with relevant MoGCSP directorates, social protection partners, and sector stakeholders.

The scope of this assignment is to provide tailored technical backstopping to the LEAP Management Secretariat over eleven-months throughout the LEAP reassessment period and enhance the capacity of the LEAP MIS staff to effectively utilize the LEAP MIS to ensure that no one is left behind as the LEAP database is transitioned to GNHR as part of the LEAP.

If you would like to know more about this consultancy, please review the complete Terms of Reference here:  [External ToR TMC0006948.pdf](#)

To qualify as an advocate for every child you will have...

Minimum requirements:

- Education:

- An advanced university degree in Computer Science, Software Engineering, Information Systems, Computer Engineering, Data Engineering, or a closely related technical discipline.
- Degrees in Statistics, Economics, or Data Analytics may be accepted where accompanied by substantial, demonstrable professional software-engineering and systems-integration experience.
- Work Experience:
- At least 10 years of experience in the design, development of large-scale Management Information Systems, computer programming and integration of complex data management systems.
- Experience working with national social cash transfer programmes is an asset.
- Professional qualification in software Development or computer science is an advantage
- Demonstrated experience working closely with government partners and systems is required.
- Excellent analytical, communication, facilitation and capacity building skills are required.
- Ability to work independently and as part of a team.
- Skills:
- Extensive experience (minimum 10 years preferred) in designing and developing production information systems.
- Demonstrated experience delivering rolebased web MIS / transaction systems (preferably large-scale, multi-district or nationwide).
- Proven experience with API integration, relational databases, secure authentication/authorisation, and operational deployment.
- Demonstrated understanding of Social Protection systems (cash transfers, beneficiary registries, targeting/PMT, payment service providers, payroll/reconciliation, or closely related domains). Experience on comparable programmes in Ghana or the African region is a strong advantage.
- Excellent facilitation, consultation and stakeholder coordination skills, including the ability to engage government agencies, Development Partners, and IFIs.
- Ability to work independently, manage multiple tasks within agreed timelines and produce high-quality deliverables.
- Language Requirements: Excellent written and verbal communication skills in English are required.
- Desirables:
- **Solution architecture** Experience designing modular, scalable, transaction-intensive information systems
Ability to produce architecture diagrams, data models, interface specifications, and deployment designs, Experience assessing and modernizing legacy systems

- **Software engineering** Demonstrated experience delivering production web applications Version control, peer review, automated testing, and build/release practices Configuration and environment management, Maintainable and documented source code
- **Database and data engineering** Relational data modelling and optimization. Data migration, quality validation, deduplication, and lineage. Handling high-volume batch processes, Transaction integrity and reconciliation
- **Systems integration** RESTful APIs and secure batch exchanges, OAuth 2.0, mutual TLS, API keys, digital signatures, or equivalent authentication patterns, Asynchronous processing, webhooks, retries, idempotency, replay protection, and error queues, API and data-contract versioning
- **Cybersecurity and privacy** Secure software-development lifecycle, Threat modelling, Role-based access and segregation of duties, Encryption, key and secrets management, Security testing and remediation, Privacy-by-design and protection of sensitive personal information
- **Digital payments** Payment enrolment and KYC validation, Payroll or bulk-payment processing, Transaction-status management, Payment exception handling Financial reconciliation and audit controls Maker-checker approvals
- **Offline field systems** Offline-first application architecture Local encrypted storage Synchronization, conflict resolution, and recovery, Device and user authentication, Low-bandwidth optimization
- **DevOps and production operations** Automated deployment or controlled release practices, Environment separation. Monitoring, logging, alerting, backup, and recovery, Incident and problem management, Performance and capacity testing
- **Quality assurance** Test planning and traceability, Unit, integration, regression, UAT, performance, and security testing, Defect prioritization and resolution, Production-readiness validation,
- **Knowledge transfer** Technical documentation, Administrator and operator manuals, Training delivery, Coaching government counterpart teams, Structured handover and sustainability planning
- **Ability to engage government programme and ICT stakeholders.**
- Ability to document algorithms and financial controls clearly for non-software audiences.
- Integrity and discretion when handling sensitive beneficiary data