



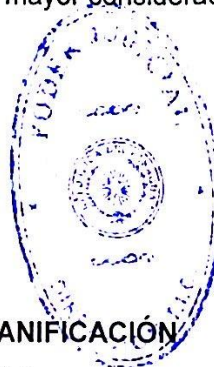
Asunción, 21 de noviembre de 2023

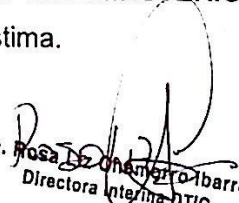
**LA DIRECTORA GENERAL DE TECNOLOGÍA DE LA INFORMACIÓN Y COMUNICACIONES, LIC. ROSALIZ CHAMORRO**, tiene el agrado de dirigirse al **VICEMINISTERIO DE ECONOMÍA Y PLANIFICACIÓN**, a los efectos de manifestar el interés de la Corte Suprema de Justicia de la República del Paraguay, en contar con la asistencia técnica de un experto coreano en el marco del Programa de Envío de Voluntarios; a través de Agencia Coreana de Cooperación Internacional (KOICA), para apoyar a la Dirección General de TICs del Poder Judicial".

El objetivo del mismo es el fortalecimiento tecnológico de la institución, apoyando al equipo de técnico de la Dirección General de TICs, garantizando un acceso a la información eficiente seguro y fluido.

En base a lo expuesto, se adjunta a la presente, el formulario de solicitud debidamente completado y firmado, a los efectos de proseguir con las gestiones oficiales por los canales correspondientes.

**LA DIRECTORA GENERAL DE TECNOLOGÍA DE LA INFORMACIÓN Y COMUNICACIONES**, hace propicia la oportunidad para reiterar al **VICEMINISTERIO DE ECONOMÍA Y PLANIFICACIÓN**, su mayor consideración y estima.



  
Lic. Rosa Liz Chamorro Ibarrola  
Directora Interina DTIC

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**VICEMINISTERIO DE ECONOMÍA Y PLANIFICACIÓN**  
**MINISTERIO DE ECONOMÍA Y FINANZAS**

< Attachment 1 >

## JOB DESCRIPTION of World Friends Korea(WFK) -Advisor & Techno Peace Corps(TPC)

※ Please complete the form and mark on the box.

General Information	
<b>■ Expert Title</b>	<input type="checkbox"/> ❶ KOICA advisor <input checked="" type="checkbox"/> ❷ NIPA advisor <input type="checkbox"/> ❸ Techno Peace Corps  <ul style="list-style-type: none"> <li><b>Observation:</b> The possibility of seeking the expertise of a KOICA specialist is being considered and is not being ruled out.</li> </ul>
<b>■ Area of expertise</b>	<p><b>Public and Development:</b> Administration: Focused on integrating technology within public administration and development policies.</p> <p><b>ICT and E-Government Strategy:</b> Specializing in the formulation and implementation of ICT policies and E-Government systems.</p> <p><b>Communication, Software and Network Technologies:</b> Specializing in communication and network technology, including broadcasting technology.</p> <p><b>IT Security and Information Communication:</b> Emphasizing IT security and general information communication technologies.</p>
<b>■ Job Title</b>	Support in Digital Transformation for the Paraguayan Supreme Court
<b>■ Location, Country</b>	Asunción- Paraguay
<b>■ Number of Expert</b>	1 (one)
<b>■ Duration</b>	12 months
Detailed information of the requesting organization	
<p><b>■ Organization Name :</b> Paraguayan Supreme Court</p> <ul style="list-style-type: none"> <li>- <b>Requesting Department :</b> <i>ICT Department. General Directorate of Information and Communication Technologies.</i></li> <li>- <b>Office Name : Departments of:</b> <ul style="list-style-type: none"> <li>* Infrastructure and Networking</li> <li>* Software development</li> <li>* IT Security</li> </ul> </li> </ul> <p><b>■ Type of Organization</b></p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <input checked="" type="checkbox"/> <b>Government</b> <input type="checkbox"/> <b>Public organization</b> <input type="checkbox"/> <b>Public corporation</b> </div>	



☐ **University**      ☐ **Research institution**      ☐ **Others :**

■ **Working Day/Hours :** 6 hours per day

■ **Contact Person :** *(Please nominate someone from your organization who will be responsible for the work of Korean experts)*

- *Rosa Liz Chamorro Ibarrola (Managing Head Director)*
  - *Marcelo Demestri (Co-worker CiberSecurity Director)*
  - *Francisco Zacarías (Co-worker Infrastructure Chief)*
  - *Diego López (Co-worker Software Development Director)*
  - *Derlys Ibarra (Co-worker Software Development Chief)*

■ **Tel/Fax/E-mail :** **r\_chamorro@pj.gov.py; m\_demestri@pj.gov.py; di\_lopez@pj.gov.py; F\_zacarias@pj.gov.py; d\_ibarra@pj.gov.py**

■ **Duty Station :** **ICT Department of the Paraguayan Supreme Court**

■ **Major activities of the Organization :** *(Please list at least three)*

- **Administer timely justice**, guaranteeing the rights of people, to contribute to peaceful coexistence within the framework of the Social Rule of Law and in order to achieve Social Peace and Sustainable Development of the country
- **The Supreme Court it is the highest** court in the land, and it is the court of last resort;
- **It plays an essential role** in ensuring that each branch of government recognizes the limits of its own power;
- **IT protects civil rights and liberties** by striking down laws that violate the Constitution

■ **Major activities of the department where WFK – Advisor/TPC will be dispatched.**

1. Maintain ICT infrastructures of the institution: Oversee and optimize the institution's ICT infrastructure, including regular maintenance and advanced troubleshooting of hardware and network systems, ensuring high availability and reliability of all technological assets.
2. Assist new users with the use of computers and software issues: Implement a comprehensive onboarding program for new users, providing personalized guidance on the effective use of computers and resolving software issues, thereby enhancing user experience and productivity.
3. . Train employees on new systems: Design and conduct targeted training modules for employees on new systems and technologies, fostering a culture of continuous learning and adaptation to evolving digital landscapes.
4. Perform software updates and assess potential threats: Regularly update software systems



and conduct rigorous assessments to identify potential threats. Develop and implement robust cybersecurity measures to safeguard institutional data and technology infrastructure.

5. Renew licenses and other legal documents: Manage and ensure the timely renewal of all technology-related licenses and legal documents, maintaining compliance with relevant laws and industry standards.
6. Monitor ongoing contracts with suppliers: Closely monitor and evaluate ongoing contracts with technology suppliers, ensuring optimal service delivery, cost-effectiveness, and alignment with the institution's strategic goals.
7. Complete statutory forms: Diligently complete and submit statutory forms and reports, ensuring adherence to legal and regulatory requirements in all technology-related operations.
8. Ensure compliance with quality standards: Champion the enforcement of stringent quality standards in all technological processes and systems, driving continuous improvement and excellence in technology services provided by the department.

■ **Experience of working with WFK – Advisor/TPC**

☐ Yes ☒ No

■ **If yes, please describe the tasks of WFK – Advisor/TPC**

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### Description of Tasks

■ **The tasks to be undertaken by the WFK – Advisor/TPC will be:**

*(Describe the overall objectives of the task, why this task is needed and what the expert will do)*

- **Summary :**

**General:** Engage in direct collaboration with the institution's Infrastructure and Connectivity team. The initial phase involves a comprehensive evaluation of the current technological resources at the institution. This assessment is pivotal in identifying areas of improvement and proposing strategic enhancements. The objective is to realign the institutional technological infrastructure to support and achieve organizational goals through the integration of best practices.

Provide expert consultancy in the acquisition of new technological infrastructure elements. This includes advising on state-of-the-art servers, cutting-edge communication equipment, and advanced data center infrastructure. The aim is to ensure these acquisitions are not only technically sound but also strategically aligned with the institution's future technology roadmap.

Support the Software Design and Development team, focusing on both front-end and back-end aspects of the institution's web services. This entails a thorough evaluation of existing systems and databases to identify areas for optimization. Leverage industry best practices in software development to elevate the standards of web service offerings. The goal is to achieve the highest levels of efficiency in information management and dissemination, ensuring that the technology architecture supports seamless, secure, and efficient access to information.

**Tools used in ICT Development Department** (it is not necessary the management of all of these tools, but sufficient understanding of these technologies, in order to give professional advices, will be appreciated. ):

**a. Back-End Development. Proficiency in software development**

- 1) IDEs like Microsoft Visual Studio 2013 or superior.
- 2) Development languages such as C# and JavaScript.
- 3) Familiarity with ASP.NET Framework 4.5 or higher, HTML 5, and CSS3
- 4) Proficiency in SOA including XML-Based Web Service or Restful Web Service, and microservices.

**b. Front-End Development:**

- 1) Experience and knowledge of front-end web technologies including JavaScript.
- 2) Experience in frameworks like React (primary) and Bootstrap 3 or superior.
- 3) Experience with ASPX.NET, SOA, and various web service architectures.

**c. Database Management:**

1. Proficiency or experience in managing and optimizing databases, SQL 2008 or superior.

**d. IT Security:**

1. The advisor will also play a crucial role in enhancing IT security measures, developing strategies to safeguard sensitive data, and implementing robust cybersecurity protocols.

■ **Responsibilities of WFK – Advisor/TPC** *(Please mark all that apply and type in detail)*

☐ **Policy making and Strategic planning** *(Only for the Advisor)*

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■ **Technical support**

1. Infrastructure Assessment and Optimization Advice: Conduct comprehensive evaluations of existing ICT infrastructure, identifying areas for improvement, and implementing optimization strategies to enhance performance and reliability.
2. Cybersecurity Management: Develop and enforce robust cybersecurity protocols, including the assessment of potential threats, implementation of security measures, and ongoing monitoring to safeguard institutional data and technology assets.





3. **Technology Acquisition Advisory:** Provide expert advice on the acquisition of new technological infrastructure, ensuring that purchases like servers, communication equipment, and data center resources align with the institution's strategic objectives and technological roadmap.
4. **Software Systems Evaluation:** Assess current software systems and databases, identifying opportunities for enhancement, and advising on best practices in software development to ensure efficient and secure information management.
5. **Network Technology Management:** Oversee and enhance communication and network technologies, ensuring stable and secure connectivity and supporting the implementation of advanced network solutions.

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☐ **Research**

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☐ **Lecturing**

■ **Training of local staff**

1. **Development of Training and Awareness Programs:** Design and implement comprehensive training modules for local staff, focusing on new systems, software use, and best practices in ICT, while also emphasizing the importance of information security awareness. These programs should enhance their skills and knowledge in line with current technological trends and equip them with the necessary tools to recognize, respond to, and prevent potential security threats.
2. **Onboarding and User Support:** Facilitate the onboarding process for staff, providing guidance and support in the effective use of technology, and addressing individual software and hardware issues to enhance user experience.
3. **Continuous Learning Facilitation:** Foster a culture of continuous learning and adaptation within the organization by providing ongoing training and professional development opportunities in ICT.
4. **Knowledge Sharing and Collaboration:** Encourage knowledge sharing and collaborative learning among staff, facilitating workshops and group training sessions to collectively improve competencies in ICT.

5. **Monitoring and Feedback Integration:** Regularly monitor the effectiveness of training programs, incorporating staff feedback to continuously refine and adapt training approaches to meet evolving needs and challenges in the ICT sector.

☐ **Other**

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### Expected Results/Output

■ **Expected results/output of the tasks by the WFK – Advisor/TPC include:**

1. Develop a comprehensive Technology Development Plan that serves as a strategic roadmap for the digital transformation of the ICT department, across all areas, encompassing both mission-critical and support functions.
2. This will involve equipping the technical team of the Directorate with advanced knowledge and skills necessary to meet the challenges of implementing digital justice solutions.
3. The plan will also incorporate the application of industry best practices in software design, development, and quality control, ensuring that each phase of software creation adheres to the highest standards of technological excellence and efficiency.

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### Required(Preferred) qualifications of WFK – Advisor/TPC

*(List the minimum essential qualifications required for the experts to successfully carry out this task)*

■ **Gender**

☐ **Male**      ☐ **Female**      ☒ **No preference**

■ **Educational Background**

☐ **Bachelor's Degree**      ☐ **Master's Degree**      ☐ **Doctor's Degree**

- ex) Bachelors Degree in Agricultural Economics

**Master's o Doctor's Degree in Technologies related programs.**

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■ **Required Work Experience***(Specify work experience required for the experts)*



1. E-Government Solutions Deployment: Hands-on experience in implementing E-Government solutions to enhance public service delivery and citizen engagement.
2. Public Administration and Policy Advisory: Experience in advising on public administration and development policy, particularly as it relates to the integration of technology in government operations.
3. Quality Control in IT Projects: Experience in enforcing stringent quality standards in IT projects, ensuring excellence in technology services and processes.
4. Strategic Planning in IT: Demonstrated ability in strategic planning and roadmap development for IT projects, aligning technology initiatives with organizational goals.
5. Project Management in Technological Settings: Solid background in managing technology-related projects, including vendor management, budget oversight, and cross-functional team leadership.
6. Enough experience in ICT Infrastructure Management advisory: Demonstrable experience in managing and optimizing ICT infrastructure advisory, including hardware, networks, and data centers.
7. Software Development Lifecycle: Extensive experience in overseeing the full lifecycle of software development, from design to deployment, with a focus on both front-end and back-end development.
8. Cybersecurity Implementation: Proven track record in developing and implementing comprehensive cybersecurity strategies, including threat assessment and risk management.

■ **Language : English**

*(Official business language will be English. If your organization requires the use of other languages, please provide reasons)*

**- Reasons :**

■ **Other Requirements***(Identify desired skills or qualifications for the task)*

1. **Interpersonal and Communication Skills:** Excellent communication and interpersonal skills to effectively collaborate with diverse teams and stakeholders, and to explain complex technical concepts in an understandable manner.
2. **Cultural Sensitivity and Adaptability:** Ability to work in a multicultural environment, showing respect and understanding of different cultural norms and practices.
3. **Analytical and Problem-Solving Abilities:** Strong analytical skills with a proven ability to solve complex problems and make data-driven decisions.



4. **Leadership and Team Management:** Demonstrated leadership skills with experience in managing and motivating teams to achieve project goals.
5. **Fluency in Spanish and English:** Proficiency in both Spanish and English to facilitate communication within the institution and with international partners.
6. **Innovation and Creativity:** A track record of innovative thinking and creativity in applying technology solutions to organizational challenges.
7. **Knowledge of International IT Standards:** Familiarity with international IT standards and best practices, and experience in implementing these in projects.
8. **Change Management:** Experience in managing change, particularly in digital transformation projects, ensuring smooth transition and adoption of new technologies.
9. **Stakeholder Engagement:** Skills in engaging and managing relationships with a variety of stakeholders, including government officials, vendors, and internal teams.

### Description of the Workplace

<b>■ Location of the workplace</b>	0_ km from the capital city - _____ hours by _____(transportation)		
<b>■ Information on the co-worker who will work closely with the WFK-Advisor</b>	<p><b><u>Co Worker 1</u></b></p> <p>- Full Name (Mr./Ms.) : Mr. Marcelo Demestri</p> <p>- Position/Work area : Cibersecurity Director</p> <p>- Tel/E-mail : m_demestri@pj.gov.py</p> <p>- English Language Skill :</p> <p><input type="checkbox"/> Basic      <input checked="" type="checkbox"/> Intermediate      <input type="checkbox"/> Advanced</p> <p><b><u>Co Worker 2</u></b></p> <p>- Full Name (Mr./Ms.) : Mr. Ruben Portillo T.</p> <p>- Position/Work area : Cibersecurity CoWorker</p> <p>- Tel/E-mail : r_portillo@pj.gov.py</p> <p>- English Language Skill :</p> <p><input type="checkbox"/> Basic      <input checked="" type="checkbox"/> Intermediate      <input type="checkbox"/> Advanced</p>		
<b>■ Administrative and financial arrangements to be provided by your organization</b>	<b>Items</b>	<b>Available</b>	<b>Not available</b>
	Housing	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Ministry of Foreign Affairs

Republic of Korea



WORLD  
FRIENDS

<b>for the WFK-Advisor/TPC</b> <i>(Please mark on the box)</i>	<b>Others</b>	<input type="checkbox"/> PC <input type="checkbox"/> Internet access <input type="checkbox"/> Air Conditioning <input type="checkbox"/> Desk <input type="checkbox"/> Others( ) <input type="checkbox"/> Printer <input type="checkbox"/> Phone <input type="checkbox"/> Heater <input type="checkbox"/> Bookshelf
<input type="checkbox"/> <b>Other information that may help the WFK-Advisor/TPC adapt to the local environment</b> <i>(Living conditions, weather, allowance, other comments, etc.)</i>		
<input type="checkbox"/> <b>Photos (if possible)</b>		

*\* Once the experts are selected based on your request, you are required to cooperate with the Korean implementing agencies by providing the necessary administrative procedures such as visa, acceptance letter, etc. Without your cooperation, expert dispatching will not be available and/or will be cancelled. Thank you for your cooperation.*

21th - Nov - 2023

(Date of filling out the form)

Rosalis Chamorro

(Name of the person in charge)

Directora General

(Position of the person)

Rosalis Chamorro  
 Signature with official stamp

Lt. Rosa Liz Chamorro Ibarra  
 Directora Interina DTIC

