

TERMS OF REFERENCE

1. INTRODUCTION

Post: Machine Learning Engineer

Post Type: Permanent

Initial contract shall be for a period of 1 (one) year. The contract shall be extended or made permanent based on performance, upon successful completion of one year.

Department: Data Services

2. REPORTING RELATIONSHIPS

The Machine Learning Engineer shall report to the Manager, Data Services

3. SCOPE OF WORK

The Machine Learning Engineer shall be responsible for the following tasks to ensure effective utilization of machine learning techniques and technologies within the organization's operations and services.

- Researching and experimenting with new, suitable machine learning algorithms and tools.
- Consulting with Department Heads and relevant Team members to determine and refine machine learning objectives.
- Maintaining a comprehensive list of use cases for machine learning and conducting biannual reviews.
- Developing and implementing machine learning infrastructure.
- Designing and developing machine learning systems and self-running artificial intelligence applications to automate Pension Office services.
- Transforming data science prototypes and applying appropriate ML algorithms and tools.
- Running machine learning tests and experiments.
- Training and retraining systems when necessary.
- Ensuring that algorithms generate accurate user recommendations.
- Solving complex problems with multi-layered data sets and optimizing performance using existing machine learning libraries and frameworks.
- Developing ML algorithms to analyze huge volumes of historical data for making predictions.



- Running tests, performing statistical analysis, and interpreting test results.
- Documenting machine learning processes and developing Standard Operating Procedures (SOPs).
- Implementing AI strategy and preparing a quarterly progress report.
- Applying techniques to efficiently manage modeling resources and meet inference requests.
- Delivering deployment pipelines for model serving.
- Applying best practices and progressive delivery techniques to maintain a continuously operating production system.

4. QUALIFICATIONS AND EXPERIENCE

- Bachelor's Degree in Machine Learning, Artificial Intelligence, Data Science, or a related field, with a minimum of 2 years of experience in a similar role.

OR

- Professional Certificate in Artificial Intelligence, Data Science, or related field, with at least 5 years of relevant work experience.

5. DESIRED SKILLS AND COMPETENCIES

- Strong Programming Skills
- Machine Learning and Deep Learning Expertise
- Data Manipulation and Analysis Proficiency
- Problem-Solving and Algorithmic Thinking
- Knowledge of AI Tools and Technologies



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