ADVT.NO. - CORP/R&D/05/2025

CAREER OPPORTUNITIES IN QUALITY MANAGEMENT DOMAIN

Centre for Development of Advanced Computing (C-DAC) is an autonomous scientific society of Ministry of Electronics and Information Technology (MeitY), Government of India. It is primarily an R&D institution engaged in the design, development and deployment of electronics and advanced Information Technology (IT) products and solutions. Presently, C-DAC has 12 centres spread over the country in the cities of Bengaluru, Chennai, Delhi, Hyderabad, Kolkata, Mohali, Mumbai, Noida, Patna, Pune, Silchar, and Thiruvananthapuram.

Corporate R&D department plays a crucial role in formulating and providing a cohesive and strategic directions for C-DAC's R&D initiatives. Corporate R&D is establishing a unit for Quality Management System (QMS) at Corporate Office. For implementing various initiatives of Corporate R&D which includes the overall coordination and smooth running of Mission activities and QMS, highly skilled/expert members are required in the Technical Domain.

To meet with the immediate manpower requirement, applications are invited from suitable, qualified, experienced and dynamic professionals to be filled on contract on consolidated basis.

Name of the Post	Program Coordinator (Quality)
No. of Posts	1
Tenure of engagement	Two years * (Extendable based on performance)
Maximum Age of Entry	Age should not be more than 56 years as on last date of application
Salary	Rs. 2,80,000/- or more commensurate with experience
Initial place of posting	Pune (C-DAC reserves the right to re-deploy at any location)
Educational Qualification & post qualification Experience required	1. First Class BE/BTech/MCA or equivalent degree in relevant discipline with 21 years of experience **OR** 2. First Class PG in Relevant Discipline or equivalent degree in relevant discipline with 21 years of experience **OR** 3. PG in Engg / Tech or equivalent degree in relevant discipline with 19 years of experience. **OR** 4. Ph. D. in relevant discipline with 18 years of experience **The qualification must be in one of the following domains/discipline:** Electrical / Electrical & Electronics / Electronics & Communications / Telecommunications /Computer Science & Engineering / Computer Applications Out of the above-mentioned post qualification experience, at least 5 years should be in relevant Technical cum Administrative

	leadership role. The candidate needs to bring deep experience in CMMI implementations, strong knowledge of quality and process improvement models, and the ability to drive a culture of excellence within a high-technology R&D organization.
Job Profile	The Programme Coordinator (Quality) will play a critical role in ensuring that C-DAC Missions, product / solution development processes meet the highest standards of quality, safety, and regulatory compliance. He/She will be responsible for overseeing the quality management systems (QMS) across all C-DAC centres, R&D projects, ensuring that new products, solutions and activities are developed in accordance with industry standards and regulatory requirements. As a strategic leader, he/she will shape the direction of quality across the R&D division, partnering with cross-functional teams (such as Technical, Administration, HRD and Finance) to drive continuous improvement, mitigate risks, and ensure that C-DAC's deliverables exceed expectations. This is a high-impact role that will require both deep technical expertise and strong leadership skills to manage and mentor a growing team of quality professionals. • **Lead Quality Strategy:** Develop and implement R&D quality strategies aligned with the organization's goals and regulatory standards. Provide strategic direction to the R&D team on maintaining quality throughout the Mission and Project lifecycle, from concept to commercialization. Technology verticals include HPC, AI, Cyber Security, DIR-V, IoT, etc. • **CMMI Level 5 compliance:** To lead the implementation and institutionalization of CMMI Level 5 practices within CDAC's R&D environment. This involves designing and enforcing high-maturity process frameworks tailored to cutting-edge research and product development initiatives. • **Oversee Quality Systems:** Ensure that robust quality management systems (QMS) are in place across C-DAC centres for all R&D activities. Monitor compliance with internal and external standards and other relevant regulatory bodies, ensuring that documentation and processes are fully aligned with these standards. • **Collaborate Across Functions:** Partner with R&D leaders, project teams, stakeholders, finance, HRD and Administration to integrate quality into every phase of development. Provide guidance on design controls, validation, and risk management to drive high-quality outcomes. • **Ensure Regulatory Compliance:** Lead the efforts to maintain compliance with relevant regulations.

	• **Drive Continuous Improvement:** Identify areas for process improvement and lead initiatives to optimize quality assurance practices. Foster a culture of quality and continuous improvement, focusing on proactive risk mitigation and process refinement. • **Risk Management:** Lead risk management efforts, including performing failure modes and effects analysis (FMEA), and risk assessments to proactively address potential quality issues. • **Documentation & Reporting:** Ensure the development and maintenance of all quality-related documentation, including protocols, reports, and validation plans. Provide regular updates and quality metrics to senior leadership on the progress of R&D quality initiatives
Skill Sets and experience required	• **Proven Experience in CMMI Level 5 Environments:** Candidates must have hands-on experience in implementing Capability Maturity Model Integration (CMMI) Level 5 certification for organisations. This includes a deep understanding of process optimization, continuous improvement practices, and the ability to adhere to the highest standards of software and systems development maturity. • **Expertise in Quality Management Systems (QMS):** Strong knowledge and practical experience in implementing and maintaining Quality Management Systems in line with international standards such as ISO 9001, AS9100, or equivalent. Ability to lead quality audits, drive root cause analysis, and ensure compliance across development and operational activities. • **Strong Project Management Skills:** Demonstrated ability to plan, execute, monitor, and close complex projects on time. Proficiency in project management methodologies such as Agile, Scrum, or PMP frameworks. Experience in stakeholder communication, risk management, resource allocation, and progress tracking using tools like MS Project, JIRA, or equivalent. • **Solid Understanding of R&D Processes:** In-depth knowledge of research and development lifecycles, especially in technology-intensive domains. Familiarity with concept development, prototyping, validation, and transitioning innovations into production. Ability to coordinate interdisciplinary teams, manage IP generation, and align R&D efforts with business goals.

Name of the Post	Quality Assurance Manager / Quality Control Manager
No. of posts	2
Tenure of engagement	Two years * (Extendable based on performance)
Maximum Age of Entry	Age should not be more than 52 years as on last date of application
Salary / Fees	Rs. 2,30,000/- or more commensurate with the experience
Tour and Travel Entitlement	As per applicable rules and norms of C-DAC
Initial place of posting	Pune (C-DAC reserves the right to re-deploy at any location)
Educational Qualification & post qualification Experience required	1. First Class BE/B Tech/MCA or equivalent degree in relevant discipline with with 11 years of experience **OR** 2. First Class PG in Relevant Discipline or equivalent degree in relevant discipline with 11 years of experience **OR** 3. PG in Engg. / Tech or equivalent degree in relevant discipline with 9 years of experience. **OR** **The qualification must be in one of the following domains/discipline:** Electrical / Electrical & Electronics / Electronics & Communications / Telecommunications /Computer Science & Engineering / Computer Applications Out of the above-mentioned post qualification experience, at least 3 years should be in relevant Technical cum Administrative role. The candidate needs to bring deep experience in CMMI implementations, strong knowledge of quality and process improvement models within a high-technology R&D organization.
Job Profile	The Program Manager (Quality) will play an important role in ensuring that C-DAC Missions, product / solution development processes meet the highest standards of quality, safety, and regulatory compliance. He/She will be responsible for implementing the Quality Management System (QMS) across all C-DAC centres, R&D projects, ensuring that new products, solutions and activities are developed in accordance with industry standards and regulatory requirements. He/she will drive implementation of quality across the R&D division, partnering with cross-functional teams (such as Technical, Administration, HRD and Finance) to drive continuous improvement, mitigate risks, and ensure that C-DAC's deliverables exceed expectations.
Skill Sets and experience required	• Strong knowledge and practical experience in implementing quality and process improvement models within a high-technology IECT organization. • Experience in implementation of CMMI is mandatory.

	- Good understanding and knowledge of industry standards and compliance of regulatory/statutory requirements - Proven experience working with cross-functional teams (including Technical, Administration, HRD, and Finance) to drive continuous improvement, mitigate risks, and ensure the successful delivery of C-DAC's objectives. - Good coordination skills for large projects involving multiple stake holders. - The candidate must have good financial management and project management skills. - Strong analytical, problem-solving skills and conflict resolution skills.

PROCEDURE FOR APPLYING FOR THE NOTIFIED POSITIONS:

i. Candidates should **REGISTER** their candidature by filling Google Form, using the link below:

https://forms.gle/tdwXq4jmSibny4B67

Google form Link Will be available till 3.00 PM on 30.06.2025.

  Please note – Mere registration will not be considered as application.

ii. Applications of Registered candidates will only be considered.

iii. Candidates are required to download and fill the application form. Candidates are requested to assess their eligibility and send the application form alongwith updated resume to the email address recruitment@cdac.in in pdf format only, affixing the passport size photograph

  Email should have the subject line as "Application for the position of _____"

  Email with any other subject line will not be considered.

Commencement of Registration	09.06.2025
Last date of Registration and sending the application form through email	30.06.2025, 3.00 pm

iv. Candidates, who are shortlisted for further process, will be called for interview. Such shortlisted candidates will be informed through email communication only.

v. Shortlisted candidates are required to carry all the original documents/ certificates with one set self-attested photocopies
1. Duly filled application form.

2. One valid photo id proof having date of birth

3. 10th, 12th, graduation/post graduation/ post qualification Certificates & Mark sheet, as applicable

4. Experience certificates for the period claimed in application

5. Caste Certificates in case of SC/ST and Non- Creamy Layer Certificate for OBC

6. Medical Certificate in case of PwD and Income and Asset certificate for EWS

7. NOC from current employer (applicable for candidates working in Govt. /PSUs /Govt. Autonomous bodies)

IMPORTANT TERMS AND CONDITIONS:

Before filling and submitting the application form, applicant should read below General Terms and Conditions carefully:

1. The applicant should be an Indian citizen.

2. This engagement is purely on contract basis, temporary and co-terminus with the period of assignment OR up to period of two years whichever is earlier.

3. The selection will be based on the recommendations of an Expert Committee.

4. Engagement of incumbent against any of the post applied for, does not confer any right to him/her to claim any temporary or permanent employment with C-DAC.

5. Reservations shall be applicable as per Govt. of India norms. In view of the number of positions notified for each role, all the posts shall be Unreserved (UR).

6. Interview Call Letters, other correspondences (if any) etc. will be sent to applicants, only through email to the email id provided in their application. No communication in hard copy will be done by C-DAC.

7. Applicants who are applying for multiple posts should submit separate application for each post.

8. The cut-off date for ascertaining the age and experience will be the Last Date of Application i.e. **30.06.2025.**

9. Only those experiences which are relevant and acquired after the passing date of the qualifying qualification will be considered. The decision of C-DAC in this regard will be final and binding.

10. Please note that the finally selected applicants will have to resign from their current service/employment and produce relieving certificate prior to joining.

11. Kindly note that C-DAC has not authorized any agent/ agency for representing C-DAC for anything related to recruitment or its processes.

12. Number of requirement may increase/decrease based on the requirement of C-DAC and such changes will be made by C-DAC without any notice.

13. C-DAC reserves the right to cancel or introduce any Personal Interview/Other selection process. C-DAC also reserves the right to cancel/restrict/curtail/enlarge the recruitment process and/or the selection process without any notice and without assigning any reasons.

14. It is the responsibility of the applicant to assess his/her own eligibility for the position for which he/she is applying in accordance with the advertisement. In case, it is detected at any point of time in future during process of selection or even after engagement that applicant was not eligible as per prescribed qualification, experience etc, which could not be detected at the time of selection due to whatever circumstances, his/her candidature/engagement shall be liable to be cancelled/terminated as the case may be.

15. No TA/DA shall be paid for attending interview, if called for.

16. Applicant should have a valid email id and mobile no. which should remain valid & active till the completion of selection process.

17. Applicant working in Government/PSUs/Govt. Autonomous bodies should apply through proper channel**.** Those who are not forwarding their application through proper channel are required to produce 'No objection certificate

(NOC)' from their current employer at the time of interview, if called for, failing which they will not be permitted to attend the interview.

18. Remuneration for retired Government employees shall be as per Govt. of India guidelines

19. All queries pertaining to recruitment including selection process should be addressed to recruitment@cdac.in providing the advertisement no. and the post applied for.