

**Advt No. N-22/5/2022-NeGD**

**DIGITAL INDIA CORPORATION**

A section 8 Company, Ministry of Electronics and Information Technology,  
Govt. of India

**Delhi Office:** Electronics Niketan Annexed, 6 CGO Complex, Lodhi  
Road, New Delhi - 110003 Tel.: +91 (11) 24360199 / 24301756

Website: [www.dic.gov.in](http://www.dic.gov.in)

**WEB ADVERTISEMENT**

**23 .01. 2024**

Digital India Corporation has been set up by the 'Ministry of Electronics & Information Technology, Government of India', to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man. It is a 'not for profit' Company under Section 8 of the Companies Act 2013. The Company has been spearheading the Digital India programme of the Government of India and is involved in promoting use of technology for e-Governance, e-Health, Telemedicine, e-agriculture, e-Payments etc. The Digital India programme promotes safety and security concerns of growing cashless economy and addresses challenges confronting its wider acceptance. It also promotes innovation and evolves models for empowerment of citizens through Digital initiatives and promotes participatory governance and citizen engagement across the government through various platforms including social media. Digital India Corporation is currently inviting applications for following positions under various projects purely on Contract/ Consolidated basis.

<b>SR</b>	<b>Designation</b>	<b>Open Positions</b>
1	Sr. Developer	1
2	Sr. Designer	1
3	State Coordinator	14
4	Business Analyst	1
5	Sr. System Admin	1
6	Consultant	1
7	Data Base Administrator	2
8	Tech Support Executive	1
9	Sr. Consultant	2

Screening of applications will be based on qualifications, age, academic record and relevant experience. Digital India Corporation reserves the right to fix higher threshold of qualifications and experience for screening and limiting the number of candidates for interview. Only shortlisted candidates shall be invited for selection interviews. Digital India Corporation reserves the right to not to select any of the candidates without assigning any reason thereof.

The details can be downloaded from the official website of MeitY & DIC, NeGD viz. [www.meity.gov.in](http://www.meity.gov.in) & [www.dic.gov.in](http://www.dic.gov.in), and [www.negd.gov.in](http://www.negd.gov.in)

Eligible candidates may apply ONLINE: <https://ora.digitalindiacorporation.in/>

## 1. Job Description- Sr. Developer

### Age

### Limit

25-45 Years

### Number of Positions

1

### Education Qualifications

Graduate with excellent analytical and SW development skill

### Duration

2 Years

### Job Description

- 10+ years' experience software development for any product company.
- Developer should have the knowledge of PHP, Python or JavaScript. (Pythonis must)
- Knowledge in developing Restful API, JSON data format handling is useful

### Skill Sets and Requirements

- Hands on experience of code versioning tools, such as Git.
- Understanding of security and data protection, proficient understanding ofOWASP security principles
- Experience with PHP, MySQL, MongoDB, Radis a definite plus.
- Familiarity with Free and Open Source communities

### Responsibilities

- Develop, recommend, and assist with implementation of scalable application components.
- Display a high level of thinking in bringing successful resolution to high-impact, complex and/or cross-functional problems.
- Plan, implement, and/or engineer solutions based on project requirements.
- Integrates applications by designing data architecture and server scripting.

## 2. Job Description- Sr. Designer UI\_UX

**Age  
Limit**

25-45 Years

**Number of Positions**

01

**Education Qualifications**

**B. tech/MCA/B. Des with Relevant years of experience**

**Duration**

2 Years

**Job Description**

- 8+ years' experience software development for any Start-up or any productcompany

**Roles and Responsibilities**

- In-depth knowledge of design guidelines for various platforms like Android, iOS, Web, Web responsive, Windows,
- Has experience in UI design tools such as Figma, Adobe XD, Adobe Photoshop, Illustrator, Invision.
- Experience or understanding of designing systems to be accessible for users with special needs is desirable.
- Can manage end to end UX process including conceptualization, information architecture design, interaction design and visual design
- Adept at converting ideas from concept to paper
- Experienced in Wire-framing, paper prototyping and digital prototyping  
Can work in agile methodology and do rapid prototyping for quick iterations.

### **3.Job Description- State Coordinators**

#### **Age Limit**

20-40 Years

**Number of Positions:** 14 (for State of Andhra Pradesh , A&N, Haryana ,Goa, Gujarat, Karnataka, kerala, Ladhak , Lakshadweep, Mizoram, Odisha, Puducherry, Tamil Nadu, Telangana, Uttar Pradesh)

#### **Education Qualifications**

MA Economics, MA Political Science or Any Graduate with relevant years of experience.

#### **Experience:**

0-5 Years

#### **Duration**

2 Years

#### **Job Description**

- Carry out monitoring & supervision and review of state level project activities against agreed project deliverables.
- Coordinate with and provide hands on supervision when needed to project staff based at State PMU to ensure effective implementation, supervision and follow-up of prison level activities.

#### **Roles and Responsibilities**

- Project Management and coordination
- Lead, support and manage the project implementation in the state
- Coordinate with key officials/state at State PMU
- In collaboration with PMU and respective Aids Fond Officer, developstrategic direction and work plans (as appropriate) for the project
- Carry out monitoring& supervision and review of state level project activitiesagainst agreed project deliverables.
- Timely preparation and submission of monthly and quarterly project reports
- Information, Education and Communication (IEC) & Capacity Building
- Assess the programmatic and technical support needs of the state level staffand plan capacity building program/activities for project staff.

## 4. Job Description- Business Analyst

### Age Limit

25-35 Years

### Number of Positions

1

### Education Qualifications

BE/B.Tech /MCA/ MSc (CS/IT) with 5+ years of post-qualification experience in Development and Project Management

### Duration

2 Years

### Roles & Responsibilities:

- Manage and Contribute in all phases of the development lifecycle of the product.
- Develop design models based on requirements documents.
- Participate in requirements and design and code reviews.
- Troubleshoot, test and maintain the core product software and databases to ensure strong optimization and functionality
- Support the development of business and requirements artifacts that effectively model the customer's requirements.
- Support system and customer acceptance testing.
- Participate in group improvement activities and initiatives to improve quality.
- Proficiently applies appropriate methodologies to design, code, test, implement and maintain systems.
- Prepare, write, review and maintain effective system documentation

### Required Skill Set:

- Knowledge of development and maintain ecommerce portal
- Working Experience in Magneto, PHP and its framework (Laravel)
- Working Experience of web technologies including HTML, CSS, JavaScript, AJAX, JQuery etc.
- Working Experience of relational databases, version control tools and of developing web services using REST and SOAP architecture

### Desirable Skill Set:

- Knowledge of HTML5, CSS3, JavaScript, PHP/MYSQL and AJAX
- Understanding of W3C Web Standards/Semantics and Accessibility Guidelines

## 5. Job Description- Sr. System Admin

### Age Limit

25-40 Years

### Number of Positions

1

### Education Qualifications

Bachelor of Science degree in Computer Science or related field

### Duration

2 Years

### Role and Responsibility

Perform server administration tasks, including user/group administration, security permissions, group policies, research event log warnings and errors, and resource monitoring, ensuring system architecture components work together seamlessly

Install and configure software, hardware and networks

- Monitor system performance and troubleshoot issues
- Ensure security and efficiency of IT infrastructure
- Diagnose and resolve problems quickly
- Communicate with a variety of interdisciplinary teams and users.
- Upgrade systems with new releases and models
- Develop expertise to train staff on new technologies
- Build an internal knowledge centre with technical documentation, manuals and IT policies

### Experience and Skills

8+ years of proven work experience in IT

Experience with or knowledge of programming languages and operating systems; current equipment and technologies, enterprise backup and recovery procedures, system performance-monitoring tools, active directories, virtualization, HTTP traffic, content delivery, and caching etc.

Experience in project management, application design and integration, and cloud computing (specifically NIC Cloud and AWS)

Expertise in creating, analysing, and repairing large-scale distributed systems

Creating volumes, assigning to servers and remote replication

- Experience with databases, networks (LAN, WAN) and patch management
- Knowledge of Linux system administration, WSO2, Tomcat, Redis, Kafka, Nginx, Docker, Kubernetes

### Preferred

- Experience of working for a government set up/ project is desirable
- Professional certifications would be a plus

## 6. Job Description- Consultant

### **Age Limit**

20-40 Years

### **Number of Positions**

01

### **Education Qualifications**

B.E/B.TECH/MCA or any Equivalent Degree

### **Duration**

02 Years

### **Required Experience:**

5+ years of experience in software/ networking project management/operations, enterprise wide

systems integration/ implementation projects; may be relaxed for deserving candidates with exceptional skills/ expertise

MS-Office, MS Project, JIRA etc.

Knowledge of Application Performance Tools (Kibana, Skywalker etc.) would be preferable

PMP/ PMI certification (desirable)

Good written and oral communication skills

Good presentation and analytical skills Desirable Certifications & Experience

Experience of working for a government set up/ project is desirable

Professional certifications would be a plus

### **Job Description**

#### **On Boarding:**

Develop relationship with departments.

Coordinate with concerned government officials and all vendors to make the chosen services live.

#### **Monitoring:**

Interact with quality audit partner to monitor testing bugs and their resolution by the implementing agency.

## 7 .Job Description- Data Base Administrator

### Age Limit

20-40 Years

### Number of Positions

02

### Education Qualifications

B.E/B.TECH/MCA or any Equivalent Degree

### Duration

02 Years

### Required Experience:

5+ years of proven database development experience in IT

Minimum 3 years of experience as DBA

Hands on experience with SQL and NoSQL, sharding, caching, indexing, clustering, replication

Excellent knowledge of data backup, recovery, security, integrity

Familiarity working with Java, JavaScript, HTML

Excellent analytical and organization skills

Experience working in an Agile development environment using methodologies like

Scrum and tools like JIRA, Confluence

Proficient understanding of code versioning tools - Git

### Preferred

● Experience of working for a government set up/ project is desirable ● Professional certifications would be a plus

### Job Description

- Build and maintain database systems with high availability
- Design and implement database in accordance to end users information needs and views
- Define users and enable data distribution to the right user, in appropriate format and in a timely manner
- Use high-speed transaction recovery techniques and backup data
- Minimize database downtime and manage parameters to provide fast



query responses

- Provide proactive and reactive data management support and training to users
- Determine, enforce and document database policies, procedures and standards
- Perform tests and evaluations regularly to ensure data security, privacy and integrity
- Monitor database performance, implement changes and apply new patches and versions when required

## **8 .Job Description- Tech Support Executive**

### **Age Limit**

20-30 Years

### **Number of Positions**

01

### **Education Qualifications**

Any university degree

### **Duration**

02 Years

### **Relevant Years of Experience**

- 0-3 years of experience with zeal to handle customer queries and resolve in time bound manner.
- Familiarity with MS office, reporting and documentation.

### **Job Description**

- Graduate in Law/ English/ Journalism/ Economics/ Commerce/ any stream from a recognized University.
- The job holder will be responsible for providing technical assistance and support related to computer systems, hardware, and software. They will also be responsible for answering queries and addressing system and user issues in a timely and professional manner.
- He/ She may be used in other projects of Digital India as well, whenever required.
- 0-3 years of experience with zeal to handle customer queries and resolve in time bound manner.
  - Familiarity with MS office, reporting and documentation.
  - Social Media exposure will be added advantage. Excellent verbal and written English and Hindi Language.
  - Experience in customer support
    - Time-management skills and the ability to work under pressure.
    - Commitment to the organization's goals and values.
    - Handle customer complaints, provide appropriate solutions and alternatives within the time limits
    - Follow up to ensure resolution Keep records of customer interactions, process customer accounts and file documents.
  - Provide accurate, valid, and complete information by using the right methods/tools
  - Liaison with development team for identifying ongoing issues, manage response and help development team during resolving the issues.

## **9 .Job Description- Sr. Consultant**

### **Age Limit**

30-50 Years

### **Number of Positions**

02

### **Education Qualifications**

B.E/B.TECH/MCA or any Equivalent Degree

### **Duration**

02 Years

### **Required Experience:**

- 10 to 16 years of experience in project management function / Enterprise-Wide systems integration / implementation projects
- Experience of having worked in a government set up is desirable
- PMP/ PMI certification preferred.
- Proficient in MS Office, MS Project, PERT-CPM and other Programme Management Tools

### **Job Description**

- Ability to achieve results through people by encouraging, inspiring and motivating individuals and teams to give their best and create a positive impact on the work culture. It also includes ability to resolve conflicts and channelize energy of the team to meet/ exceed targets as well as ensuring the development of subordinates.
- Ability to make timely decisions within limits of authority after due consideration of all available information and resources and weighing priorities. It includes the ability of calculated risk taking and taking ownership of decisions.
- Ability to do one's own work well against a standard of excellence and raising the bar based on his/ her past performance or on performance of others.
- Ability to influence the thought process of others to enlist their support by effective management of relationships and convincing through persuasion. It also includes giving forceful reasons and negotiating with others to accomplish a particular agenda.
- Underlying desire and understanding of the importance of proactively identifying and satisfying implicit and explicit needs of customers/stakeholders. It includes the ability to build and maintain long term relationships.
- Ability to systematically think through work related issues and their constituent parts. It is the ability to identify links and relationship between various parts of work related issues and prioritize the same.

- Ability of having the “big picture perspective”, the ability of being able to assess long term implications of what is being done today and articulate strategies that need to be adopted / designed to achieve long term goals.
- Ability to inspire others by displaying qualities of a role model - such as self-belief/ confidence, interpersonal sensitivity, transparency and openness, mutual trust and integrity
- Ability to plan and schedule a series of interlinked activities to achieve the larger goals and objectives.

## **General Conditions Applicable to All Applicants Covered Under This Advertisement**

1. Those candidates, who are already in regular or contractual employment under Central / State Government, Public Sector Undertakings or Autonomous Bodies, are expected to apply through proper channel or attach a 'No Objection Certificate' from the employer concerned with the application OR produce No Objection Certificate at the time of interview.
2. Digital India Corporation reserves the right to fill all or some or none of the positions advertised without assigning any reason as it deems fit.
3. The positions are purely temporary in nature for the project of Digital India Corporation and the appointees shall not derive any right or claim for permanent appointment at Digital India Corporation or on any vacancies existing or that shall be advertised for recruitment by Digital India Corporation in future.
4. Digital India Corporation reserves the right to terminate the appointments of all positions with a notice of one month or without any notice by paying one month's salary in lieu of the notice period.
5. The maximum age shall be as on the last date of receipt of the applications. Screening of applications will be based on qualifications, age academic record and relevant experience.
6. In case of a query, the following officer may be contacted

**Ms. Vinaya Viswanathan**

Head- HR

Electronics Niketan Annexe,

6-CGO Complex Lodhi Road, New Delhi –

110003 Phone No. 011-24303500, 24360199

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