**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

## WEB ADVERTISEMENT

**17 .10. 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.

| SR | Designation | Open Positions |
|----|-------------|----------------|
| 1 | Sr. Designer | 1 |
| 2 | State Coordinator | 9 |
| 3 | Sr. System Admin | 1 |
| 4 | Data Base Administrator | 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 & www.dic.gov.in, and www.negd.gov.in

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

# 1. 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 product company

**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.

## 2. Job Description- State Coordinators

**Age Limit**
20-40 Years

**Number of Positions:** 9 (for State of Andaman and Nicobar, Andhra Pradesh, Jharkhand, Karnataka, Lakshadweep, Manipur, Mizoram, Puducherry, Telangana)

**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.

# 3.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
- Experience of working for a government set up/ project is desirable
- Professional certifications would be a plus

## 4. 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

## 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. The designation against the position shall be mapped as per the approved policy.
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 –
110003Phone No. 011-24303500, 24360199
**dicadmin-hr@digitalindia.gov.in**