



Advt. No. DIC/IndiaAI /11/2023/02

**Digital India Corporation**  
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**Web Advertisement**  
**13.11.2023**

Digital India Corporation (DIC) has been set up by the Ministry of Electronics & Information Technology (MeitY), 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 the use of technology for e-Governance, e-Health, Telemedicine, e-agriculture, e-Payments etc. The Digital India programme promotes safety and security concerns of the growing cashless economy and addresses challenges confronting its wider acceptance. It also promotes innovation and evolves models for the 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 the following position purely on Contract / Consolidated basis:

S.No.	Position Title	No. Of Positions
1	Ethics Officer	1
2	Consultant - Project Management Unit (Responsible AI)	2

\*\* The place of posting shall be in New Delhi but transferable to project locations of Digital India Corporation as per existing policy of Digital India Corporation.

Screening of applications will be based on qualifications, age and academic record and relevant experience. Digital India Corporation reserves the right to fix a 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 DIC, NeGD, MyGov, & MeitY viz. [www.dic.gov.in](http://www.dic.gov.in), [www.negd.gov.in](http://www.negd.gov.in), [www.mygov.in](http://www.mygov.in), & [www.meity.gov.in](http://www.meity.gov.in)

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



## 1. Job Description: Ethics Officer

Role / Position	:	Ethics Officer
Project	:	Responsible AI, IndiaAI
Reporting to	:	CEO, IndiaAI

### **About IndiaAI:**

IndiaAI program is envisioned as an umbrella programme by the Ministry of Electronics and Information Technology (MeitY) to drive convergence across all AI efforts of the government for leveraging this transformative technology to foster inclusion, innovation, and adoption for social impact.

The Responsible AI pillar under IndiaAI will drive the integration of ethical principles and standards in AI research, innovation and deployment in the country. The objective is to adopt a cross-sectoral approach to manage risks and an agile approach to accountability and compliance to Responsible AI principles that keeps pace with technological advances across the lifecycle of procurement, development, and operations of AI systems.

### **Job objectives:**

The Ethics Officer will drive the implementation of the 'Responsible AI' initiative and lead efforts towards ensuring responsible AI innovation that ensures inclusive growth, and democratisation of the benefits that arise from rapid technological innovations. The Ethics Officer will lead a team of consultants and ensure alignment with the objectives and vision of IndiaAI.

### **A. Roles and Responsibilities**

- Drive the implementation of the 'Responsible AI' pillar and ensure its alignment with the larger IndiaAI vision and objectives
- Proactively initiate efforts towards the development of indigenous tools, self-assessment checklists for innovators, guidelines on Ethical AI, and other Responsible AI frameworks that are contextualised to India's socio-economic considerations, built on Indian datasets, and designed for India's AI use-cases
- Oversee the drafting of comprehensive and contextually relevant knowledge outputs, including policy briefs, tailored to India's socio-economic landscape
- Facilitate discussions and collaboration with AI experts, government officials and relevant stakeholder on ethics policies and guidelines that align with international standards and reflect the unique needs of the Indian AI landscape
- Coordinate the efforts of the Ethical Committee and the Advisory Group on AI for India Specific Regulatory AI Framework in achieving their mandates and minimise duplication of efforts
- Ensure the project is on track and is meeting the milestones as defined
- Maintain detailed documentation of program activities and project milestones
- Provide regular updates to the CEO, IndiaAI and other relevant stakeholders
- Provide strategic guidance and support to the team of consultants to realise the outcomes of the project

### **B. Education**

- Master's in Management, Public Policy, Technology or a related field
- PhD in relevant areas would be preferred



### **C. Desirable Skills & Experience**

- 10+ years of experience in the fields of Technology Policy, Research & Development, Academia and Technology and coordinating with Ethics Committee
- 2+ year of AI related experience
- Demonstrated expertise in AI ethics, including familiarity with Responsible AI tools and frameworks
- Excellent communication, collaboration, and interpersonal skills
- Ability to engage with diverse stakeholders and facilitate dialogue on ethical AI practices
- Strong understanding of international AI ethics standards, regulations and their relevance in the Indian context
- Commitment to the mission of promoting responsible AI innovation for inclusive growth and benefit democratisation



## **2. Job Description: Consultant**

Designation : Consultant  
Project : Responsible AI, IndiaAI  
Reports to : Ethics Officer

### **About IndiaAI:**

IndiaAI program is envisioned as an umbrella programme by the Ministry of Electronics and Information Technology (MeitY) to drive convergence across all AI efforts of the government for leveraging this transformative technology to foster inclusion, innovation, and adoption for social impact.

The Responsible AI pillar under IndiaAI will drive the integration of ethical principles and standards in AI research, innovation and deployment in the country.

### **Job objectives:**

The Consultant will play a pivotal role in the implementation of the 'Responsible AI' initiative and work towards ensuring responsible AI innovation that ensures inclusive growth, and democratisation of the benefits that arise from rapid technological innovations.

### **A. Roles and Responsibilities**

- Undertake required research under the 'Responsible AI' pillar to drive the development and deployment of responsible AI tools and frameworks across sectors
- Coordinate with government bodies, standard-setting bodies, and the Ethical Committee on aspects of Responsible AI
- Coordinate the efforts of the Ethical Committee and the Advisory Group on AI for India Specific Regulatory AI Framework in achieving their mandates under the guidance of the Ethics Officer
- Undertake policy drafting and analysis of relevant Responsible AI research and ensure timely delivery of the research outputs
- Collaborate with AI researchers, developers, government officials, and industry stakeholders to promote awareness and understanding of ethical AI practices
- Maintain detailed documentation of program activities and project milestones
- Provide regular updates to the Ethics Officer and other relevant stakeholders

### **B. Education**

- Bachelor's degree in technology, law, ethics, public policy, social sciences background
- Master's degree in relevant areas will be preferred

### **C. Desirable Skills & Experience**

- 3-5 years of work experience, preferably in the field of emerging technologies
- 1+ years of experience in AI project would be preferred.
- Demonstrated expertise in AI ethics, including familiarity with Responsible AI tools and frameworks



- Ability to engage with diverse stakeholders and facilitate dialogue on ethical AI practices
- Strong understanding of international AI ethics standards, regulations and their relevance in the Indian context
- Excellent communication, collaboration, and interpersonal skills



**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

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Head- HR  
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