Digital India Corporation

Electronics Niketan Annexe, 6 CGO Complex, Lodhi Road, New Delhi - 110003
Tel.: +91 (11) 24303500
Website: www.dic.gov.in

Web Advertisement
9ᵗʰ March, 2021

Digital India Corporation has been set up by the Ministry of Electronics and Information Technology (MeitY), Government of India, to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man. The objective of Digital India Corporation is to bring the benefits of Information and Communication Technologies (ICT) and other advanced technologies to the common man. Digital India Corporation has been incorporated under Section 8 of the Companies Act as a 'not for profit company' without having a share capital and limited by guarantee.

Digital India Corporation is currently inviting applications for the following positions purely on Contract basis:

Sr. No.	Name of the Post	No. of Vacancies	Educational Requirements and Experience	Salary*
1	Web Developers (PHP)	2	• B.E. / B. Tech / M.Sc. / MCA with minimum 3 years of experience in Web Development	Up to 75,000/- Per Month
2	Software Tester cum Developer	1	• B.E. / B. Tech / M.Sc. / MCA with minimum 3 years of experience in Software Testing	Up to 50,000/- per month
3	System Administrator (Cloud Service Management)	1	• B.E. / B. Tech / MSc. / MCA with minimum 3 years of relevant experience	Up to 60,000/- per month
4	Content Manager / Writer	1	• Bachelor Degree with minimum 2 years of post-qualification experience in the relevant area.	Up to 50,000/- per month

 Salary*: Commensurate with Qualifications, skills and experience

These positions are purely on contract appointment basis for fixed project duration and on consolidated salary.

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

For further details, please visit Digital India Corporation website i.e. www.dic.gov.in

LAST DATE FOR RECEIPT OF APPLICATIONS: 24ᵗʰ March, 2021

Details of the Post- Web Developers (PHP) - 2 Posts

Job Title:	**Web Developers (PHP)**	**Job Category:**	Contractual / Consolidated Salary (1 Year / Project duration whichever is earlier)
Project:	Development, Implementation & Maintenance of AYUSH Information Hub (AIH)	**Travel Required:**	Yes
Location:	New Delhi	**Position Type:**	Full Time
Salary:	Up to 75,000/- PM (Commensurate with Qualifications, skills and experience)	**No. of Posts:**	2

Qualification & Experience:

- B.E. / B. Tech / M.Sc. / MCA with minimum 3 years of experience in Web Development

Roles & Responsibilities:

- Develop design models based on requirements documents.
- Create detailed specifications of system
- Contribute in all phases of the development lifecycle
- Troubleshoot, test and maintain the core product software and databases to ensure optimization and functionality
- Support the development of business and requirements artifacts that effectively model the customer's requirements.
- Participate in requirements and design reviews.
- 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:

- Working Experience in open source like PHP, Wordpress, Drupal, Wikis, Joomla etc.
- 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:

- The ability to work on LAMP development environment, cross-browser compatibility issues
- Strong understanding of responsive web design techniques
- Understanding of W3C Web Standards / Semantics and Accessibility Guidelines
- Experience with ReactJS / AngularJS (preferred)

Details of the Post- Software Tester cum Developer - 1 Post

Job Title:	Software Tester cum Developer	Job Category:	Contractual / Consolidated Salary (1 Year / Project duration whichever is earlier)
Project:	Development, Implementation & Maintenance of AYUSH Information Hub (AIH)	Travel Required:	Yes
Location:	New Delhi	Position Type:	Full Time
Salary:	Up to 50,000/- per month (Commensurate with Qualifications, skills and experience)	No. of Posts:	1

Qualification & Experience:

- B.E./ B. Tech / M.Sc. / MCA with minimum 3 years of experience in Software Testing

Roles and Responsibilities:

- To prepare test planning, designing test scenarios for software usability, running these tests, and preparing reports on the effectiveness and defects to the production team.
- Execute all the test case and report defects, define severity and priority for each defect.
- To read all the documents and understand what needs to be tested.
- Create user stories
- Carry out manual and automated testing of client and server applications.
- Update the Project Manager regularly about the progress of testing activities.
- Carry out regression testing every time when changes are made to the code to fix bugs or due to change in requirements.

Required Skill Set:

- Hands-on experience in QA Role (Mobile & Web Applications)
- Experience in writing clear, concise and comprehensive test plans and test cases.
- Strong testing aptitude with clear understanding of testing concepts (testing life cycle test plan test strategy defect life cycle).

Desired Skill Set:

- Familiarity with bugs tracking tools (i.e. JIRA, Bugzilla, etc.)
- Strong background in system and application level testing.
- Ability to collaborate and communicate effectively with all project roles, across multiple project teams.
- Working experience in an Agile Scrum development process.

Details of the Post- System Administrator (Cloud Service Management) – 1 Post

Job Title:	System Administrator (Cloud Service Management)	Job Category:	Contractual / Consolidated Salary (1 Year / Project duration whichever is earlier)
Project:	Development, Implementation & Maintenance of AYUSH Information Hub (AIH)	Travel Required:	Yes
Location:	New Delhi	Position Type:	Full Time
Salary:	Up to 60,000/- per month (Commensurate with Qualifications, skills and experience)	No. of Post:	1

Qualification & Experience:

- B.E. / B. Tech / MSc. / MCA with minimum 3 years of relevant experience

Roles & Responsibilities:

- System Administrators need to configure, manage and monitor the cloud management service (install, upgrade & manage software, hardware, networks and security patches)
- Install / configure / manage the software, hardware and technology tools
- Analyse cloud resource deployment and Monitor cloud resource key metrics
- Integrate cloud systems into the current environment
- Resolve operational problems
- Evaluate and implement new cloud computing technologies
- Manage load balancing

Required Skills Set:

- Knowledge of system security (e.g. intrusion detection systems) and data backup/recovery
- Administration and troubleshooting of web servers and web applications running on Tomcat, Apache, IIS, Nginx; Tomcat preferred
- Identity Access Management, Single Sign-on Configuration / Support (SSO)
- Installing, configuring, troubleshooting, and tuning a major network application with a database backend and a web front-end

Desired Skill Set:

- Knowledge of Windows Domain and Active Directory.
- Experience with setup, configuration, managing and troubleshooting LDAP and SSL
- Experience in Shell, Perl, Ruby, Python, PowerShell or similar scripting languages to automate common tasks.
- *Experience with DevOps tools – Ansible / Terraform / Jenkins etc.*
- ITIL v3 or v4 Foundation Certification
- Experience troubleshooting application and service issues, implementing and communicating technical solutions
- Strong verbal & written skills and high attention to detail
- Experience with NIC Cloud Services, Amazon Web Services or Microsoft Azure, with AWS certification (AWS Certified DevOps, AWS Certified Sys Ops or AWS Solutions Architect certification)

Details of the Post - Content Manager / Writer – 1 Post

Job Title:	Content Manager / Writer	Job Category:	Contractual / Consolidated Salary (1 Year / Project duration whichever is earlier)
Project:	Development, Implementation & Maintenance of AYUSH Information Hub (AIH)	Travel Required:	Yes
Location:	New Delhi	Position Type:	Full Time
Salary:	Up to 50,000/- per month (Commensurate with Qualifications, skills and experience)	No. of Post:	1

Qualification & Experience:

- Bachelor Degree with minimum 2 years of post-qualification experience in the relevant area.

Roles & Responsibilities:

- Responsible for writing, editing and proof reading of content such as title, descriptions, caption of articles, blogs, features, instructions and coordination / planning associated with curating, creating, scheduling, and distributing content for a website.

Required Skill Set:

- Leverage keyword research, analytics and SEO tools in order identify content gaps and advise SEO copywriters
- Review existing content on website(s) and advise on strategies to refresh or better optimise
- Monitoring competitor content strategies to ensure leading from an SEO perspective
- Supply relevant information to Project Manager in order to produce content briefs
- Writing event descriptions, manuals and handbooks.
- Writing content for meta keywords and description tags
- Writing other internal documents and papers submitter facing communications
- Knowledge of compliance with the law (e.g. copyright and data protection).

Desired Skill Set:

- Independently published articles are an advantage
- Demonstrated command over multiple languages (English, Hindi & Sanskrit)
- Ability to adapt writing to various formats, audiences and situations.
- A fresh, consistent and customer friendly writing style.
- Ability to respond quickly and effectively to tight deadlines
- Ability to work in a team strong dynamic team.
- An understanding of what works on Internet, keywords and meta tags with the ability to write web page titles, meta tag descriptions, alt tags for images etc.
- Awareness and curiosity about marketing trends especially digital marketing
- Knowledge of compliance with the law (e.g. copyrights and data protection).
- Excellent verbal communication skills with a good command of the English / Hindi language.
- Reading & Writing skills in Sanskrit will be an advantage
- Knowledge of Ayurveda will be an advantage
- Experience with social media engagement strategies and best practices.
- Hands-on experience with MS Office and WordPress.

General Conditions applicable to all applicants covered under this advertisement:

1. For each post, a separate application is necessary. The candidate should clearly mention the post on the envelope / email of the application

2. Those candidates, who are already in regular or contractual employment under Central / State Government, Public Sector Undertakings or Autonomous Bodies, are required 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

3. The years of experience mentioned as requirement shall be of post-qualification.

4. Digital India Corporation reserves the complete right to fill or not the position advertised without assigning any reason as it deems fit.

5. Digital India Corporation reserves the right to fix threshold of standards for screening. Written examination would be conducted where necessary at the discretion of Digital India Corporation. Only short listed candidates shall be invited for selection interviews.

6. All the Positions are purely temporary in nature for the project of Digital India Corporation and the appointee 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.

7. Digital India Corporation reserves the right to terminate the appointment with a notice of one month or without any notice by paying one month's salary in lieu of the notice period.

8. Preference would be given to the candidates having working experience in the respective state for which the candidate has applied for.

9. 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.

10. No TA/DA will be paid to Local/Outstation candidate.

Guidelines for Submission of Application for all the applicants:

a. Interested candidates who fulfill the necessary requirements may **download the application form** from **www.dic.gov.in** and apply in the prescribed format and manner along with copies of certificates (regarding proof of age, qualification, experience, etc.) and submit / send the same in a sealed envelope, super scribing the envelope:

   "Application for the post of _____", to reach the undersigned on or before the closing date of receipt of application.

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Address for Submission of Application –
Sr. General Manager (Admin. /HR)
Digital India Corporation
Electronics Niketan Annexe
6 CGO Complex, Lodhi Road
New Delhi – 110003
Tel.: +91 (11) 24303500

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b. An advance copy of the application can also be submitted through email along with the scanned copy of the   application in the prescribed format along with the copies of the certificates (regarding proof of age, qualification, experience, etc.) to the following Email - dicadmin-hr@digitalindia.gov.in

The Subject of the email should clearly mention **"Application for the post of_____"**

LAST DATE FOR RECEIPT OF APPLICATIONS: 24th March, 2021

Applications should be submitted in the prescribed format ONLY. Incomplete or Applications without the requisite information asked for / without signature / without photograph / without copies of certificates / without proof of experience received after the due date shall not be considered.

No interim correspondence will be entertained. Canvassing in any form will result in disqualification.

Sr. GM (Admin. /HR)
Digital India Corporation