

Digital India Corporation

Electronics Niketan Annexe, 6 CGO Complex, Lodhi Road, New Delhi - 110003

Tel.: +91 (11) 24360199, 24301756

Website: www.dic.gov.in

Web Advertisement
29th October, 2020

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:

S.No.	Name of the Post	No. of Vacancies	Educational Requirements	Experience Requirements
1.	Project Lead	01	<ul style="list-style-type: none">• Bachelor's degree in Technology (B.E./ B.Tech.)• Master's degree in Management/Technology is preferred• Good academic record from a recognized and reputed university/institution• Relevant technical certifications will be a plus	<ul style="list-style-type: none">▪ Minimum 20 years of relevant experience preferably with 10 years in a leadership position preferably in respective state.▪ Experience in the Technology industry will be preferred.▪ Experience in Government sector will be preferred.▪ Excellent communication skills including stakeholder and employee relations management

This position is purely on contract appointment basis for fixed project duration and on consolidated salary.

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

LAST DATE FOR RECEIPT OF APPLICATIONS: 13th November, 2020

Details of the Post – Project Lead

Job Title:	Project Lead	Job Category:	Contract Basis – Consolidated Salary
Project:	Digital Village 2.0	Travel Required:	Yes, on requirement basis
Location:	New Delhi	Position Type:	Full Time
No of Post			01

Job Description

Purpose:

- Provide sound technical support to Digital India Corporation (DIC), aligned to organizational and Digital India goals.

Roles & Responsibilities:

- Establish the technological vision, strategy and roadmap for technologies for Rural Areas
- Oversee all software, hardware, and tech operations to ensure zero downtime
- Understand upcoming software releases and features, major customization efforts, and LMS integrations from the business and technical perspectives
- Monitor and analyze quality, data protection and technology risks of applications periodically
- Monitor budgets, timelines, KPIs and IT systems to assess technological performance
- Undertake research and product development to continuously upgrade DIC's applications
- Communicate technology competence and infrastructure strength to stakeholders and clients
- Scan industry and adopt key technology trends to yield competitive advantage
- Ensure compliances (data, cloud, etc.), analyze metrics and report key insights & findings
- Ensure that all queries and complaints are resolved on time
- Assists with vendor management from integration, and implementation perspective. Evaluate vendors against defined SLA to ensure high quality and timeliness
- Develop a high performing and agile technology team; hire a great team, create a healthy culture, enhance team communications
- Any other work assigned by Project Director or MD & CEO, DIC from time to time

General Conditions applicable to all applicants covered under this advertisement:

1. The candidate should clearly mention the post clearly 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. The Position is 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.
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 _____, 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.

**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) 24360199, 24301756**

- 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: 13th November, 2020

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**