

10. CONTACT DETAILS:

a. Postal address: _____

_____ (Pin Code) _____

b. E-mail: _____

c. Mobile (Cell Phone) No.: _____

11. Relevant Certification, if any _____

12. List of Enclosed Documents:

- a)
- b)
- c)
- d)
- e)
- f)
- g)
- h)

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria according to the Board, my candidature /appointment is liable to be cancelled/ terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

PLACE:
DATE:

(Signature of the Applicant)

Name: _____

Note: The candidate can use the separate sheet for additional information, if required.

National Informatics Centre Services Incorporated
(A Government of India enterprises under NIC)
Ministry of Electronics & information Technology

NOTIFICATION FOR APPOINTMENT AS NETWORKING SPECIALIST ON
CONTRACTUAL BASIS

1. **National Informatics Centre Services Incorporated (NICS)** a section 8 company under the Companies Act, 2013 providing and procuring IT solutions for multiple e-governance projects for various Ministries/Department for more than 27 years, having its head office in Delhi, invites applications for the post of **Networking Specialist** on **Contractual basis**.

2. **Schedule of events:**

Last Date for Applications: March 05, 2024 (till 18:00 hours)

3. **Eligibility Criteria/Job profile:**

I.	Post	Networking Specialist
II.	No. of Post & Location	Two (2) at Delhi
III.	Age as on 31.01.2024	Below 35 years
IV.	Education Qualifications	<ul style="list-style-type: none">➤ A Bachelor's degree in computer science, network technology, software engineering, information security, or a related field.➤ Certification in networking will be preferred.
V.	Work Experience	Experience of 3 - 5 years as Networking Specialist
VI.	Job Profile	<ul style="list-style-type: none">➤ Design, Setup, Maintain & Repair computer networks ensure network functions efficiently by collecting performance data monitoring security, anticipating problems & troubleshooting any issues.➤ Analyzing workflow and security requirements and establishing the network.➤ Evaluating network performance issues and installing and testing equipment, connections, and firewalls and Defining the policies and procedures for the network.➤ Monitoring and analyzing the network and troubleshooting any problems and Fine-tuning the network to enhance the performance for users.➤ Implementing, monitoring, and evaluating security protocols and Training the office staff on the safe and secure use of the network.➤ Providing recommendations and Testing, evaluating, and installing network enhancements to regularly update the network.➤ Documenting and sharing best practice knowledge for new solutions and keeping accurate documentation and records on the network as a whole.
VII.	Other Requirements	<ul style="list-style-type: none">➤ Experience in how IT can support the team with software, hardware or infrastructure

		<ul style="list-style-type: none"> ➤ Proven work experience as a network administrator or technician. ➤ Strong working knowledge of access, administration, application server, archival, and configuration management software. ➤ Excellent technical and nontechnical communication skills.
VIII.	Preferable	Preference will be given to the candidate who has experience in dealing with Government organizations/PSU/Autonomous Bodies etc.
IX.	Term Of Contract	The selected candidate will be appointed initially for a period of 2 years, which is extendable subject to the performance of the candidate. The Contract may be terminated at the discretion of the management during the valid period of contract, and/or in the event of unsatisfactory performance.
X.	Pay Compensation	The remuneration will be as per industrial standard or mutually agreed between the Company and the Candidate.
XI.	Leave	During the period of contractual engagement the candidate will be eligible to avail Leave @ 1 day for each completed month, maximum 12 days over a period of 12 months, without carry forward facilities of accumulated leave. Leave may be availed not exceeding 4 days at a stretch. Any other absence shall be treated as on Loss of Pay affecting the Fixed Component of the compensation package. The accumulated leave will not be encashable.
XII.	Selection Process	Selection will be through interview & personal interaction on the basis of eligibility, experience, qualification & performance during interview/interaction. The Internal Committee will make a preliminary screening of the applications for making, if necessary, a short-list of eligible candidates to be called for the interview. Hence, merely fulfilling the minimum requirements laid down for the post would not automatically entitle any candidate for interview. Similarly, just appearance in the interview does not qualify a candidate for the job.

Mode of Application: Candidates are required to send a proper filled in application form placed in Annexure-I along with necessary documents to the Company on or before March 05, 2024 (till 18:00 hours) through email at hr-nicsi@nic.in. In case any point is not applicable, kindly mention “NA”. Company will reject incomplete or improper applications or applications received after the deadline.

4. Candidates will require to submit following documents:

- Brief Resume
- Proof of Date of Birth
- Educational Certificates: Relevant Mark-Sheets/ Degree/ Certificate
- Experience certificates
- ID Proof
- Form-16
- Recent Photograph
- Signature

5. **Expenses:** The Networking Specialist shall be reimbursed all expenses reasonably incurred in the execution of and in relation to his/her duties subject to the submission of proper receipts/vouchers. Such expenses may include reasonable hotel, travel and incidental expenses. Such expenses will be reimbursed as per 7th pay commission and equivalent of post in NICSI.
6. **Probation:** The Networking Specialist will be on probation for the first six months from the date of appointment and after which his/ her performance would be reviewed. The Company and Networking Specialist may terminate the Agreement by giving one (1) month advance notice during the probation period.
7. **Termination:** Termination by mutual consent: The Company and Networking Specialist may, by mutual agreement expressed in writing, terminate Employment Agreement at any time.

The Networking Specialist shall notify the Company in writing three (3) months in advance in case he/she wants to terminate his/her employment agreement. Similarly if the Company intends to terminate his/her employment Agreement, the Company shall give the Employee not less than three (3) months notice in writing.

The Networking Specialist shall have no right to compensation for the termination of his/her employment or the loss of any office and shall only be entitled to payment of such fees and expenses as have accrued at the date of termination.

8. **Miscellaneous:** Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Delhi only.

National Informatics Centre Services Incorporated
(A Government of India enterprises under NIC)
Ministry of Electronics & information Technology

NOTIFICATION FOR APPOINTMENT AS CLOUD EXPERT ON CONTRACTUAL BASIS

1. **National Informatics Centre Services Incorporated (NICSI)** a section 8 company under the Companies Act, 2013 providing and procuring IT solutions for multiple e-governance projects for various Ministries/Department for more than 27 years, having its head office in Delhi, invites applications for the post of **Cloud Expert** on **Contractual basis**.

2. **Schedule of events:**

Last Date for Applications: March 05, 2024 (till 18:00 hours)

3. **Eligibility Criteria/Job profile:**

I.	Post	Cloud Expert
II.	No. of Post & Location	Two (2) at Delhi
III.	Age as on 31.01.2024	Below 35 years
IV.	Education Qualifications	Bachelor's Degree in Engineering, OR MCA, or equivalent
V.	Work Experience	Experience of 3 - 5 years as Cloud Expert
VI.	Job Profile	<ul style="list-style-type: none">➤ Providing recommendations and roadmaps for designing, implementing, and managing cloud infrastructure and services.➤ Performing building and sustaining the cloud-based framework and identifying and integrating cloud computing services to ensure secure and error-free operations for the organization➤ Documenting and sharing best practice knowledge for deploying applications, monitor performance, and optimize cloud environments with troubleshooting issues, implementing best practices for cloud Security and Cost optimization.➤ Advocating for process improvements and transferring an organization's computer system data or infrastructure to their cloud systems.➤ Regularly communicating new features and benefits to partners, customers, and other stakeholders➤ Providing technical leadership to a team throughout the project lifecycle➤ Systematizing cloud infrastructure elements like networking and security services and Creation of applications and databases that function on the cloud.➤ Monitor the cloud management and data storage services and Assuring the safety and security of the data.

		<ul style="list-style-type: none"> ➤ Registering, overseeing and providing services in case of cloud-based issues and analyzing the technical environment, requirements, specifications by selecting appropriate technologies that meet organizational needs ➤ Reviewing and validating solutions designs from other team members
VII.	Other Requirements	<ul style="list-style-type: none"> ➤ Experience in how IT can support the team with software, hardware or infrastructure ➤ Proven work experience as a Cloud Expert or similar role ➤ In-depth understanding of programming languages such as Java, Python, Ruby etc. and acquainted with cloud services like Azure, AWS, GCP, Oracle and Hadoop. ➤ Sound knowledge of various operating systems and databases such as Linux, Ubuntu and windows ➤ Clarity in networking concepts & computing system ➤ Must be aware of terms like Hypertext transfer protocol secure (HTTPS), Virtual private network (VPN), Internet Protocol (IP), Domain name system (DNS) and others ➤ Having knowledge of numerous security protocols ➤ Cognition of open standards for tagging, driving and describing the data ➤ Efficient communication skills
VIII.	Preferable	Preference will be given to the candidate who has experience in dealing with Government organizations/PSU/Autonomous Bodies etc.
IX.	Term Of Contract	The selected candidate will be appointed initially for a period of 2 years, which is extendable subject to the performance of the candidate. The Contract may be terminated at the discretion of the management during the valid period of contract, and/or in the event of unsatisfactory performance.
X.	Pay Compensation	The remuneration will be as per industrial standard or mutually agreed between the Company and the Candidate.
XI.	Leave	During the period of contractual engagement the candidate will be eligible to avail Leave @ 1 day for each completed month, maximum 12 days over a period of 12 months, without carry forward facilities of accumulated leave. Leave may be availed not exceeding 4 days at a stretch. Any other absence shall be treated as on Loss of Pay affecting the Fixed Component of the compensation package. The accumulated leave will not be encashable.
XII.	Selection Process	Selection will be through interview & personal interaction on the basis of eligibility, experience, qualification & performance during interview/interaction. The Internal Committee will make a preliminary screening of the applications for making, if necessary, a short-list of eligible candidates to be called for the interview. Hence, merely fulfilling the minimum requirements laid down for the post would not automatically entitle any candidate for interview. Similarly, just appearance in the interview does not qualify a candidate for the job.

Mode of Application: Candidates are required to send a proper filled in application form placed in Annexure-I along with necessary documents to the Company on or before March 05, 2024 (till 18:00 hours) through email at hr-nicsi@nic.in. In case any point is not applicable, kindly mention “NA”. Company will reject incomplete or improper applications or applications received after the deadline.

4. Candidates will require to submit following documents:

- Brief Resume
- Proof of Date of Birth
- Educational Certificates: Relevant Mark-Sheets/ Degree/ Certificate
- Experience certificates
- ID Proof
- Form-16
- Recent Photograph
- Signature

5. Expenses: The Cloud Expert shall be reimbursed all expenses reasonably incurred in the execution of and in relation to his/her duties subject to the submission of proper receipts/vouchers. Such expenses may include reasonable hotel, travel and incidental expenses. Such expenses will be reimbursed as per 7th pay commission and equivalent of post in NICS.

6. Probation: The Cloud Expert will be on probation for the first six months from the date of appointment and after which his/ her performance would be reviewed. The Company and Cloud Expert may terminate the Agreement by giving one (1) month advance notice during the probation period.

7. Termination: Termination by mutual consent: The Company and Cloud Expert may, by mutual agreement expressed in writing, terminate Employment Agreement at any time.

The Cloud Expert shall notify the Company in writing three (3) months in advance in case he/she wants to terminate his/her employment agreement. Similarly if the Company intends to terminate his/her employment Agreement, the Company shall give the Employee not less than three (3) months notice in writing.

The Cloud Expert shall have no right to compensation for the termination of his/her employment or the loss of any office and shall only be entitled to payment of such fees and expenses as have accrued at the date of termination.

8. Miscellaneous: Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Delhi only.