Adv. No. - N-22028/14/2022-NeGD-Part(1)

DIGITAL INDIA CORPORATION

A section 8 Company, Ministry of Electronics and Information Technology, Govt. of India
Delhi Office: Electronics Niketan Annexe, 6 CGO Complex, Lodhi Road,
New Delhi - 110003 Tel.: +91 (11) 24360199 / 24301756
Website: www.dic.gov.in

WEB ADVERTISEMENT

23rd February, 2023

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 the following positions purely on Contract/ Consolidated basis.

Sr. No.	Positions	No. of positions
1.	Business Analyst	3
2.	Developer/Sr. Developer	6
3.	Consultant	1
4.	Executive Assistant	1

** 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 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 Title- Business Analyst	
Division	NeGD
Designation	Business Analyst
No. of Vacancies	3
Project	DigiLocker MeriPehchaan(NSSO)
Reports To	Consultant

Overview

The job holder will handle the on-boarding of various services of Central/State departments on DigiLocker MeriPehchaan(NSSO) and post Go Live will monitor and ensure that services run smoothly on DigiLocker MeriPehchaan(NSSO).

The role would include responsibility of day to day monitoring of the DigiLocker MeriPehchaan(NSSO) services which includes department applications, services and components of DigiLocker MeriPehchaan(NSSO) and management of partner agencies and other stakeholders and in case of any fault in services he/she has to take up issues with respective stakeholder with a view to restore the services quickly.

He/ She may be used in other projects of Digital India, as and whenever required.

Job Descriptions

On Boarding

- Develop relationship with departments to bring their important services on DigiLocker MeriPehchaan(NSSO).
- Coordinate with concerned Government officials and all vendors to make the chosen services Live.
- Sound knowledge of API integration and API testing
- Expertise in FRS and API document creation

Monitoring

- Interact with quality audit partner to monitor testing bugs and their resolution by the implementing agency
- Bring out regular progress assessment reports with qualitative inputs and flagging off any deviations/issues that would need to be looked into by the higher authorities
- Assist in any other work incidental to the monitoring and implementation of DigiLocker MeriPehchaan(NSSO)

Support

- Coordinate with different central and state agencies whose applications are integrated with DigiLocker MeriPehchaan(NSSO).
- Post delivery of services, keep in touch with departments to resolve any operational issue and endeavor to keep the services up and running
- Develop and manage relationships with integrated departments on DigiLocker MeriPehchaan(NSSO) in order to better understand the issues in service delivery and take steps to ensure customer delight.
- Ensure that issues/complaints raised through various channels (including social media, Play store etc.) are addressed

Reporting

- Prepare reports, presentations for both internal and external distribution on project progress
- Assess and support on meeting contractual obligations of partner agencies and any other requirements necessary to department applications on DigiLocker MeriPehchaan(NSSO)
- Maintain adherence to project timelines and ensure quality of output/deliverables
- Provide requisite support for necessary audits (SLA, Security etc.) by third party auditor/s

Required Profile	
Essential Qualification	- B.E/ B. Tech/ MCA/ M. Tech and equivalent - Qualification can be relaxed in case of exceptional candidates
Required Experience	2+ years' experience in Software Development or Part of Product Delivery Team/Operations, Enterprise-Wide systems integration/implementation projects - Must have working knowledge of backend architectures, trends, and emerging technologies. - Knowledge of Application Performance Tools (Kibana, Skywalker etc.) would be preferable - MS-Office, PHP/Python/Java/C#,

	Mysql/PostGrace/Oracle, JIRA etc. • Good Communication skills (Oral and Written)

	2. Job Title- Developer/Sr. Developer(Fullstack)
Division	NeGD
Designation	Developer/Sr. Developer (Full Stack)
No. of Vacancies	6
Project	DigiLocker MeriPehchaan(NSSO)
Reports To	Development Lead

Overview

The job holder will be responsible for full stack software development and operations of the DigiLocker MeriPehchaan(NSSO) platform deployed by NeGD and the goal will be to ensure quality and timely delivery and feature roll outs.

He/ She may be used in other projects of Digital India as well, whenever required.

Job Description

- Design, build, deploy and maintain advanced applications and APIs (scalable web services) - REST, SOAP, using Java, Hibernate, Spring and Spring Boot etc.
- Collaborate with cross-functional teams to define, design, and ship new features.
- Review and analyze business requirements and provide technical feasibility and estimates
- Developing frontend website architecture.
- Designing user interactions on web pages.
- Proficiency with fundamental front-end languages such as HTML, CSS, and JavaScript.
- Familiarity with JavaScript frameworks such as Angular JS, React js
- Work with outside data sources and APIs integration.
- Work on bug-fixing and improving application performance.
- Continuously discover, evaluate, and implement new technologies to maximize development efficiency.
- Work with Postgres and Cassandra as a backend database (other DBs may be added on to the stack)
- Work with caching database components as Redis
- Work with Jenkins and CI tools to automate dev, build, deployment and testing
- Writing JUnit/integration test cases to validate the code quality and code

coverage
- Work independently and within a team, without too much supervision and help from seniors and tech lead.
- Must have the understanding of messaging queue- Kafka, Rabbit MQ
- Must have the understanding of web server – Tomcat, AWS containerization
- Good to have the knowledge of AWS components, cloud front, API Gateway, Athena, ECS, etc.

Required Profile

Essential Qualification	B.E/B. Tech./ MCA or Graduate with relevant Experience
Required Experience	2+ years of proven software development experience in IT - Proficient and should have hands-on experience in Java, Spring and Spring Boot. - Hands-on experience of working on Angular/React javascript frameworks - Must have working knowledge of backend architectures, trends, and emerging technologies. - Knowledge of modern authorization mechanisms, such as JSON Web Token and OAuth2 - Experience working in an Agile development environment using methodologies like Scrum and tools like JIRA, Confluence - Proficient understanding of code versioning tools - Git
Desirable Certifications & Experience	- Experience of working for a government set up/ project is desirable - Professional certifications would be a plus

3. **Job Title- Consultant**	
Division	NeGD
Designation	Consultant
No. of Vacancies	1
Project	DigiLocker MeriPehchaan(NSSO)
Reports To	Senior Consultant/Head PMU / Director (DigiLocker MeriPehchaan(NSSO))

Overview

The job holder will handle the on-boarding of various departments of Central/State departments on DigiLocker MeriPehchaan(NSSO) and post Go Live will monitor and ensure that services run smoothly on DigiLocker MeriPehchaan(NSSO).

The role would include responsibility of day to day monitoring of the DigiLocker MeriPehchaan(NSSO) services which includes department applications, services and components of DigiLocker MeriPehchaan(NSSO) and management of partner agencies and other stakeholders and in case of any fault in services he/she has to take upissues with respective stakeholder with a view to restore the services quickly.

Job Description

The candidates for senior development role will perform the following responsibilities:

1. Mentor and lead a team of junior developers.

2. Take up system analysis, design, documenting responsibilities and get it done in time. He/ she should be able to perform code analyzing and reading exercises for current and previous projects.

3. The Sr. developer will lead developers; Apart from this he will/ can be involved in the coding activities besides the team management role. All necessary support will be provided for smooth execution of projects. The senior developers will keep a track and reviews on existing projects to identify bottlenecks, bugs, performance issues and involve the team to study and learn from existing projects.

4. Must be able to advise ways and means to obtain performance metrics of applications and optimize applications.

5. Must possess excellent attention to detail and be able to familiarize and

quickly learn new Software/ framework/ languages/ technology with ease.

6. Must be able to apply innovative thinking at work.

7. Good communication skills (spoken/written) will be a plus.

On Boarding:
- Develop relationship with departments to bring their important services on DigiLocker MeriPehchaan(NSSO). Coordinate with concerned Government officials and all vendors to make the chosen servicesLive.

Monitoring
- Interact with quality audit partner to monitor testing bugs and their resolution by theimplementing agency
- Bring out regular progress assessment reports with qualitative inputs and flagging off anydeviations/issues that would need to be looked into by the higher authorities
- Assist in any other work incidental to the monitoring and implementation of DigiLocker MeriPehchaan(NSSO)

Support
- Coordinate with different central and state agencies whose applications are integrated with DigiLocker MeriPehchaan(NSSO).
- Post delivery of services, keep in touch with departments to resolve any operational issue andendeavor to keep the services up and running
- Develop and manage relationships with integrated departments on DigiLocker MeriPehchaan(NSSO) in order to betterunderstand the issues in service delivery and take steps to ensure customer delight.
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Reporting

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- Maintain adherence to project timelines and ensure quality of output/deliverables
- Provide requisite support for necessary audits (SLA, Security etc.) by third party auditor/s

Required Profile	
Essential Qualificatio	- B.E/ B. Tech.(mandatory)

n	• M. Tech. /MBA (desirable)
Required Experience	• 6yr+ experience in Software development/Operations, Enterprise-Wide systemsintegration/implementation projects • Hands on experience in Core PHP is must and familiar with XHTML, HTML 5/8, JavaScript, CSS, Ajax,jQuery, APIs and mod-rewriting. • Experienced candidate who has practically worked on E-commerce websites using the Core PHP. (Preferred) • Experience with on-line payments gateways, Affiliate management system, CMS referrals system will be an added advantage. Payment Gateway: PayPal, Authorize.net, Google Checkout, CCAVANUE. • Building reusable and resalable products • Optimizing MySQL Queries and databases to improve the performance. • Communicating technical concepts to Project Managers, Clients, and other audiences of all technical levels in a team environment. • Preference will be given if you hold working knowledge with on one of this Open Source/ Open API like Drupal, Joomla, wordpress, OSCommerce. • Preference will be given if you hold working knowledge with on one of these MVC frameworks like Cake PHP, Yii, and Laravel.

	4. Job Title- Executive Assistant
Division	NeGD
Designation	Executive Assistant
No. of Vacancies	1
Project	DigiLocker MeriPehchaan
Reports To	Head PMU / Director (DigiLocker MeriPehchaan(NSSO))

Overview

To provide administrative support, maintain various documents, arranging timely payments etc.

He/ She may be used in other projects of Digital India as well, whenever required.

Job Description

- Prepares, compiles, and sorts documents for data entry.
- Verifies and logs receipt of data.
- Transcribes source data into the required electronic format.
- Transfers information from paper formats into computer files using keyboards, data recorders, or optical scanners.
- Performs high-volume data entry using word processing, spreadsheet, database, or other computer software.
- Verifies integrity of data by comparing it to source documents.
- Reviews data for errors, missing pages, or missing information and resolves any discrepancies.
- Maintains a filing system and protects confidential customer information.
- Performs regular backups to ensure data preservation.
- Responds to requests to retrieve data from the database or electronic filing system.
- Uses basic office equipment (photocopy machine, facsimile machine, etc.)
- Maintains a satisfactory level of quality and productivity per department standards.
- Completes additional assigned tasks as required.
- Excellent attention to detail
- Ability to multitask effectively
- Strong written and verbal communication skills
- Ability to perform repetitive tasks with a high degree of accuracy
- Comfortable working independently with minimal supervision
- Fulfil the role of high-level executive/personal assistant to Director, including the preparation of correspondence for consideration as required; attending to diary and meeting management; e-mail management as agreed; and servicing of meetings chaired by the Director

- Effectively schedule and co-ordinate meetings in an accurate and flexible manner.
- Monitor and manage appointments, calendar, upcoming commitments and travel arrangements to ensure the entire schedule is effectively organized.
- Manage information flow in a timely and accurate manner
- Assist with report preparation and amendments as required.
- Organize and maintain the office filing system
- Coordinate and prepare draft responses to proposals and member correspondence.
- In concert with the responsible officials, prepare agendas and business papers for Committees, including minutes, in a professional, accurate, confidential and timely manner.
- The candidate must also have some basic knowledge about HR and Finance work as well.

Required Profile	
Essential Qualification	Any Graduate with relevant years of experience.
Required Experience	0-3 years of Work experience as an Executive Assistant, Personal Assistant or similar role - Advanced Microsoft Office skills, with an ability to become familiar with organisation specific programs and software - Proficiency in collaboration and delegation of duties - Exceptional interpersonal skills - Friendly and professional demeanour - Outstanding organizational and time management skills - Familiarity with office gadgets and applications (e.g. calendars and copy machines) - Discretion and confidentiality

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

Ms. Vinaya Viswanathan
Lead Consultant- HR
Electronics Niketan Annexe,
6-CGO Complex Lodhi Road, New Delhi – 110003
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