Advt. No. N-22030/1/2025-DIC

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
31.07.2025

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 thebenefit 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 for NULM, MoHUA : -

Sr. No.	Name of the Post	No. of Positions
1	Project Manager	1
2	Data Scientist	1
3	Sr. Business Analyst	1
4	Business Analyst	1
5	Project Coordinator	1
6	Team Lead (Application) cum Solutions Architect	1
7	Team Lead (Infra) cum Cloud Architect	1
8	Database Admin	1
9	DevOps Engineers	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, 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 DIC viz. **www.dic.gov.in**

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

1. Job Description: Project Manager

A. Roles & Responsibilities

- Lead end-to-end project lifecycle including planning, execution, monitoring, and successful delivery of software development projects.
- Coordinate cross-functional teams including developers, QA, UI/UX, and business stakeholders.
- Define project scope, goals, deliverables, timelines, and resource requirements.
- Ensure projects are delivered on time, within scope and budget, while meeting quality standards.
- Identify project risks and develop mitigation strategies.
- Facilitate daily stand-ups, sprint planning, and retrospectives in agile environments.
- Communicate project progress, dependencies, and issues effectively to stakeholders.
- Oversee integration of third-party APIs, cloud services, and ensure adherence to security standards.
- Maintain documentation and ensure alignment with project governance and compliance guidelines.
- Use tools like Jira, Trello, MS Project, or similar for project tracking and reporting.
- Manage stakeholder expectations and facilitate decision-making at critical project milestones.
- Support budgeting, contract management, and vendor coordination as needed.
- Mentor and guide project team members to foster collaboration, accountability, and performance.

B. Qualification & Experience

- Bachelor's/Master's degree in Computer Science, IT, or related field
- PMP/Agile certification is a plus
- 8+ years of experience in project management roles. Experience managing web or enterprise-level application development projects.
- Familiarity with technologies such as PHP frameworks (Laravel, CodeIgniter), HTML/CSS, JavaScript, REST APIs, SQL/NoSQL databases is preferred.
- Hands-on experience in agile delivery environments.
- Excellent communication, problem-solving, leadership, and stakeholder management skills.

2. <u>Job Description: Data Scientist</u>

A. Roles & Responsibilities

- Collect, process, and clean structured and unstructured data from diverse sources.

- Build predictive models, machine learning algorithms, and statistical analysis to support business decisions.

- Translate business challenges into data-driven solutions using analytical models.

- Interpret data trends and patterns to provide actionable insights to stakeholders.

- Develop dashboards, visualizations, and reports using tools like Tableau, Power BI, or Python libraries.

- Collaborate with cross-functional teams including engineering, product, and domain experts to integrate models into applications.

- Monitor the performance of models in production and optimize as needed.

- Stay updated with emerging tools, techniques, and industry best practices in data science and AI/ML.

- Ensure compliance with data governance, security, and privacy standards.

- Contribute to the development of internal knowledge bases, documentation, and project reports.

B. Qualification & Experience

- Bachelor's/Master's degree in Computer Science, Statistics, Mathematics, Data Science, or a related field.

- 5+ years of professional experience in data warehousing, database management and end-to-end data architecture management.

- Strong knowledge of statistical techniques, machine learning models, and data mining algorithms.

- Proficiency in Python, R, SQL, and data analysis libraries (e.g., pandas, NumPy, scikit-learn).

- Experience with data visualization tools (e.g., Tableau, Power BI, matplotlib, seaborn).

- Working knowledge of cloud platforms (e.g., AWS, Azure, GCP) and big data tools (e.g., Spark, Hadoop) is a plus.

- Excellent communication skills and ability to present findings clearly to non-technical stakeholders.

3. Job Description: Sr. Business Analyst

A. Roles & Responsibilities

- Collaborate with stakeholders to gather, analyze, and document business requirements and translate them into functional specifications.

- Evaluate existing business processes and identify areas for improvement through gap analysis and process modelling.

- Work with IT/ development teams to ensure business requirements are properly translated into technical solutions.

- Lead workshops, interviews, and requirement-gathering sessions with business users and leadership.

- Create clear documentation including BRDs, FRDs, user stories, process flows, and use cases.

- Support UAT (User Acceptance Testing) and help with the development of test plans and test cases.

- Use data analytics and reporting tools to support strategic decision-making and identify trends.

- Facilitate change management by ensuring effective communication, training, and adoption planning.

- Serve as a liaison between business and technical teams, ensuring alignment and understanding.

- Mentor junior business analysts and contribute to BA best practices within the organization.

- Drive stakeholder alignment and manage conflicting priorities across multiple departments/ divisions.
- Conduct feasibility studies and ROI analysis to evaluate proposed solutions.
- Lead cross-functional teams in the design and implementation of business transformation initiatives.

B. Qualification & Experience

- Bachelor's/Master's degree in Business Administration, Information Technology, Computer Science, or a related field.

- Minimum 5+ years of experience in business analysis or a related role.

- Candidates having qualifications or experience in the financial domain will be given preference.

- Proficient in tools like MS Visio, Jira, Confluence, Power BI/Tableau, Excel, and business process modelling tools.

- Excellent communication, stakeholder management, and problem-solving skills.

- Ability to handle multiple projects and priorities in a dynamic environment.

4. <u>Job Description: Business Analyst</u>

A. Roles & Responsibilities:

- Collaborate with stakeholders to gather and analyse business requirements.

- Document business processes, workflows, and functional specifications.

- Translate business needs into clear user stories and technical requirements for development teams.

- Assist in identifying opportunities for process improvement and operational efficiency.

- Support project planning, monitoring, and execution across various initiatives.

- Coordinate with developers, QA teams, and end-users to ensure solutions meet business needs.

- Prepare reports and dashboards to support business analysis and performance monitoring.

- Participate in UAT (User Acceptance Testing) and assist in training and user support.

- Maintain a central repository of business requirements and ensure traceability throughout the project lifecycle.

- Perform gap analysis, impact analysis, and risk assessments to guide decision-making.

B. Qualification & Experience:

- Bachelor's degree in Business Administration, Computer Science, Information Systems, or a related field.

- 3+ years of experience as a Business Analyst or in a similar role.

- Candidates having qualifications or experience in the financial domain will be given preference.

- Strong analytical and problem-solving skills.

- Familiarity with business analysis tools and techniques (e.g., SWOT analysis, process mapping).

- Experience with documentation tools such as MS Office, Jira, Confluence, or similar platforms.

- Good understanding of software development life cycle (SDLC), especially Agile and Waterfall methodologies.

- Excellent communication and stakeholder management skills.

5. Job Description: Project Coordinator

A. Roles & Responsibilities:

- Assist in the development of project plans, timelines, and documentation.
- Coordinate and monitor day-to-day project activities and schedules.
- Organize meetings, prepare agendas, record minutes, and follow up on action items.
- Maintain project documentation, including reports, status updates, and tracking sheets.
- Liaise with cross-functional teams to ensure smooth execution of tasks.
- Track project deliverables and ensure timely completion of assigned activities.
- Identify risks or delays and escalate them to the project manager.
- Support in resource planning, procurement requests, and vendor coordination.
- Help prepare project presentations and documentation for internal and external stakeholders.
- Maintain project management tools and databases (e.g., Jira, MS Project, Trello, Excel).
- Track action items from client meetings and support timely resolution.
- Coordinate with finance/ admin teams for procurements under project, invoice processing and budgeting support.
- Facilitate communication between technical and non-technical teams to ensure clarity of tasks.

B. Qualification & Experience:

- Bachelor's degree in Business Administration, Project Management, IT, or a related field.
- 2+ years of experience in project coordination or a similar role.
- Candidates having qualifications or experience in the financial domain will be given preference.
- Strong organizational and multitasking skills with attention to detail.
- Proficient in MS Office tools (Excel, Word, PowerPoint); familiarity with project management tools is a plus.
- Excellent communication and interpersonal skills.
- Ability to work independently and in a team-oriented, collaborative environment.
- Basic understanding of project management methodologies (Agile, Waterfall).

6. Job Description: Team Lead (Application) cum Solution Architect

A. Roles & Responsibilities:

- Lead the design and delivery of scalable, secure, and high-performance software solutions.
- Translate business requirements into technical specifications and system architecture.
- Develop and maintain architectural artifacts and technical documentation.
- Ensure alignment with enterprise architecture and strategic goals.
- Collaborate with cross-functional teams to gather requirements and propose optimal technical solutions.
- Mentor and guide development teams throughout the SDLC ensuring coding standards, performance, and scalability.
- Prepare high-level and low-level design documents, architecture diagrams, and integration workflows.
- Conduct architecture/code reviews and recommend improvements.
- Evaluate and adopt emerging technologies to enhance development efficiency.
- Ensure adherence to best practices, coding standards, and security guidelines.
- Collaborate with cross-functional teams for seamless integration and delivery.
- Participate in Agile ceremonies and promote continuous improvement across teams.
- Guide development teams through project execution.
- Conduct code reviews and provide mentorship and technical guidance to developers.
- Prepare high-level and low-level design documents, architecture diagrams, and integration workflows.
- Ensure secure coding practices and compliance with data privacy and industry standards.
- Evaluate tools, frameworks, and platforms for project suitability and future scalability.
- Oversee project timelines, allocate resources effectively, and track development progress.
- Coordinate with QA, DevOps, and deployment teams for smooth delivery of releases.
- Communicate technical concepts clearly to non-technical stakeholders and leadership.

B. Qualification & Experience:

- Bachelor's/Master's degree in Computer Science, Information Technology, or a related discipline.
- 8+ years of experience in software development, with proven experience in application architecture and team leadership.
- Strong knowledge of backend and frontend technologies such as Java, .NET, PHP, Node.js, Angular, React, etc.
- Experience in building scalable applications using microservices architecture and RESTful APIs.

- Proficiency with cloud platforms (AWS, Azure, GCP, Oracle etc.), containerization (Docker, Kubernetes), and CI/CD pipelines.

- Solid understanding of microservices architecture and RESTful API design.

- Familiarity with authentication protocols like JWT and OAuth2.

- Solid understanding of relational and NoSQL databases, system integration, and application security.

- Excellent problem-solving, communication, and stakeholder management skills.

7. **Job Description: Team Lead (Infra) cum Cloud Architect**

A. Roles & Responsibilities:

- Lead and manage the IT infrastructure team, ensuring uptime, reliability, and performance of systems and networks.

- Design and implement secure, scalable, and cost-effective cloud architectures across platforms like AWS, Azure, or GCP.

- Oversee infrastructure provisioning, network design, server administration, virtualization, and storage management.

- Develop and maintain infrastructure-as-code (IaC), CI/CD pipelines, and automation for cloud deployments.

- Monitor system performance and implement solutions for optimization, capacity planning, and disaster recovery.

- Ensure security and compliance of all infrastructure components, including firewalls, VPNs, backups, and access controls.

- Collaborate with development and operations teams to support cloud-native applications and hybrid environments.

- Prepare technical documentation, architecture diagrams, and operational procedures.

- Evaluate emerging technologies, tools, and vendors to improve infrastructure reliability and scalability.

- Provide guidance and mentoring to team members and ensure adherence to best practices in infrastructure and cloud operations.

B. Qualification & Experience:

- Bachelor's/ Master's degree in Information Technology, Computer Science, or a related field.

- 8+ years of experience in IT infrastructure/ cloud architecture roles

- Strong hands-on experience in cloud platforms such as AWS, Azure, or Google Cloud.

- Proficiency in virtualization technologies (VMware, Hyper-V), containerization (Docker, Kubernetes), and network architecture.

- Working knowledge of automation tools like Terraform, Ansible, or CloudFormation.

- In-depth understanding of infrastructure security, backup and recovery strategies, and compliance frameworks.

- Excellent troubleshooting, project management, and stakeholder communication skills.

8. Job Description: Database Admin

A. Roles & Responsibilities:

- Install, configure, upgrade, and maintain database systems (e.g., MySQL, PostgreSQL, Oracle, MS SQL Server, etc.) in cloud environment ensuring high availability, security, and performance.
- managing data integration and transformation processes used for ETL (Extract, Transform, Load) and ELT (Extract, Load, Transform) workflows.
- Work with **Data Warehouse** for advanced analytics and big data processing.
- Monitor database performance and perform tuning to ensure efficiency, reliability, and scalability.
- Implement and manage database security, access controls, and user permissions.
- Ensure regular backup and disaster recovery plans are in place and tested.
- Troubleshoot database issues and provide support for critical applications.
- Design and implement database schemas, tables, indexes, views, and stored procedures as per application needs.
- Collaborate with developers and system administrators to support application integration and deployment.
- Automate routine maintenance tasks using scripting tools (e.g., PowerShell, Bash, Python).
- Document database structures, policies, procedures, and configurations.
- Ensure compliance with data privacy, protection, and industry regulations (e.g., GDPR, HIPAA, etc.).

B. Qualification & Experience:

- Bachelor's degree in Computer Science, Information Technology, or related field.
- 3+ years of proven experience as a Database Administrator or in a similar role.
- Strong knowledge of database management systems (RDBMS and NoSQL).
- Experience with database monitoring and performance tuning tools.
- Proficient in writing and debugging SQL queries and stored procedures.
- Familiarity with backup tools and recovery methods.
- Understanding of high availability, replication, and clustering techniques.
- Good knowledge of cloud-based database services (e.g., Amazon RDS, Azure SQL, Google Cloud SQL) is a plus.
- Strong analytical, problem-solving, and communication skills.

A. Roles & Responsibilities:

- Design, implement, and maintain CI/CD pipelines for automated build, test, and deployment.

- Manage cloud infrastructure (e.g., AWS, Azure, GCP), including provisioning, scaling, and monitoring.

- Automate infrastructure using tools such as Terraform, Ansible, or CloudFormation.

- Maintain and optimize containerization and orchestration platforms (e.g., Docker, Kubernetes, ECS).

- Implement logging, monitoring, and alerting solutions (e.g., Prometheus, Grafana, ELK Stack, CloudWatch).

- Collaborate with development and QA teams to ensure smooth integration and deployment of software.

- Ensure system security through patching, access control, and vulnerability management.

- Troubleshoot issues across the dev, test, and production environments and conduct root cause analysis.

- Document DevOps processes, tools, and configurations for internal knowledge sharing.

- Support disaster recovery, backup strategies, and high-availability architecture.

B. Qualification & Experience:

- Bachelor's degree in Computer Science, Information Technology, or related field.

- 3+ years of experience in DevOps, systems engineering, or infrastructure roles.

- Hands-on experience with CI/CD tools like Jenkins, GitLab CI, CircleCI, cloud DevOps.

- Experience in managing Linux-based systems and scripting with Shell, Bash, or Python.

- Strong working knowledge of at least one major cloud platform (AWS, Azure, or GCP).

- Familiarity with source control tools (Git, Bitbucket) and Agile development methodologies.

- Understanding of networking, DNS, load balancing, and firewalls.

- Basic understanding of authentication protocols like JWT and OAuth2.

- Experience in Agile/ Scrum environments.

- Strong analytical, troubleshooting, and collaboration 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. The designation against the position shall be mapped as per the approved policy.

6. In case of a query, the following officer may be contacted

Ms. Vinaya Viswanathan

Head- HR

Digital India Corporation

Electronics Niketan Annexe, 6 CGO, Complex

Lodhi Road, New Delhi – 110003

Phone No. 011-24303500, 24360199