

N-21013/9/2024-NeGD
National e-Governance Division
Digital India Corporation
Electronics Niketan, 6, CGO Complex Lodhi Road,
New Delhi – 110003
Website: www.negd.gov.in / www.dic.gov.in

Web Advertisement
10.11.2025

The National e-Governance Division (NeGD) is an independent business division under the Digital India Corporation, Ministry of Electronics and Information Technology. NeGD has been playing a pivotal role in supporting MeitY in Programme Management and implementation of e-Governance projects and initiatives undertaken by various Ministries/ Departments, both at the Central and State levels.

NeGD has been spearheading several innovative initiatives under the aegis of the Digital India Programme. Those have been developed keeping the vision areas of Digital India at the core- providing digital infrastructure as a core utility to every citizen, governance and services on demand and in particular, digital empowerment of the citizens of our country; some of these initiatives include DigiLocker, UMANG, Poshan Tracker, OpenForge Platform, API Setu, National Academic Depository, Academic Bank of Credits, Learning Management System.

It has myriad roles and responsibilities from supporting Central Line Ministries and State Government Departments on e-Governance projects, reviewing State Action Plans, offering support in technology management, strategy formulation & implementation of Emerging Technologies viz. AI, Blockchain, GIS etc., to facilitating digital diplomacy with focus on Indian startups and products

NeGD has been a leader in implementation and execution of a gamut of pilot/ infrastructure/ technical/ special projects and support components to framing core policies, project appraisals, R&D, and guiding /conducting assessments, undertaking activities for building capacities of both Government officials and] other stakeholders, and creating mass awareness about schemes and services under the Digital India Programme.

NeGD is currently inviting applications for the following positions purely on Contract basis initially for a period of 3 years which is further extendable as per the requirement of the project.

Sr. No	Position	Years of Experience	Budget	Vacancy
1	Business Analyst	3+ years	As per Market Standards	08

* The maximum age limit shall be 55 years on the closing date of receipt of application.

** The place of posting shall be in New Delhi but transferable to project locations of NeGD as per existing policy of NeGD/DIC.

Screening of applications will be based on qualifications, age, and relevant experience. NeGD 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 interviews. NeGD 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 and NeGD, viz. www.dic.gov.in, www.negd.gov.in.

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

Last date for submission of applications will be: 21.11.2025

Job Title	Business Analyst
Experience	3+ yrs
Location	Delhi
Vacancy	08
Job Type	Contractual
Project	Digilocker/ Meri Pehchaan /Api Setu

Overview

The job holder will handle the on-boarding of various services of Central/State departments on Digilocker, and post Go Live will monitor and ensure that services run smoothly on Digilocker.

The role would include responsibility of day-to-day monitoring of the Digilocker services which includes department applications, services and components of Digilocker and management of partner agencies and other stakeholders and in case of any fault in services he/she must 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.

Roles and Responsibilities

On Boarding

- Develop relationships with departments to bring their important services on DigiLocker.
- 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.

Support

- Coordinate with different central and state agencies whose applications are integrated with DigiLocker.
- 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 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, Playstore etc.) are addressed.

Reporting

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

Essential Qualification

- B.E/ B. Tech/ MCA/ M. Tech and equivalent.
- Qualification can be relaxed in the case of exceptional candidates.

Experience & Skill

- Must have working knowledge of backend architecture, 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).

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. NeGD 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 NeGD/DIC and the appointees shall not derive any right or claim for permanent appointment at NeGD/DIC or on any vacancies existing or that shall be advertised for recruitment by NeGD in future.
4. NeGD 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 designation of the selected candidates shall be mapped as per the existing designation policy of NeGD.
6. In case of a query, the following officer may be contacted:

HR Team

National e Governance Division, 4th Floor, Electronics Niketan, 6-
CGO, Complex Lodhi Road, New Delhi – 110003
Email: Negdhr@digitalindia.gov.in