

Advt. No. N-22028/17/2022-DIC-Part(1)

Digital India Corporation

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Web Advertisement
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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.	Position Title	No. of Positions
1	Program Lead	1
2	Sr Program Manager	1
3	Sr. Consultants	1
4	Consultants	2
5	Product Head	1
6	Design Head	1
7	Principal Solution Architect	1
8	IT Operations Head	1
9	Data Analytics Head	1
10	Product Manager	1
11	Sr Solution Architect	1
12	Back-end Developer	2
13	Business Analyst	1
14	Mobile Developer	2
15	UX & Graphic Designer	1
16	Team Lead - S&PM	1
17	Security Engineer	1
18	QA / Testing Engineer	2
19	Graphics Designer	1
20	Manager - Support	1

** The place of posting shall be in New Delhi/ Mumbai 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, NeGD, MyGov, & MeitY viz. **www.dic.gov.in, www.negd.gov.in, www.mygov.in, & www.meity.gov.in**

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

1. Job Description: Program Lead

Position title: Program Lead

Roles & responsibilities

A Program Manager/Delivery Head is responsible for overseeing and managing large-scale projects and programs within an organization. The role involves ensuring that projects are delivered on time, within budget, and to the required quality standards. The Program Manager/Delivery Head must have excellent leadership skills, as well as the ability to coordinate and manage a team of project managers and other stakeholders.

Key Responsibilities:

1. Program Management: The Program Manager/Delivery Head is responsible for overseeing the planning, implementation, and tracking of programs and projects. They must ensure that all aspects of the project are properly planned, executed, and controlled to achieve the desired results.
2. Budget Management: The Program Manager/Delivery Head must develop and manage budgets for the projects they oversee. They must ensure that all resources, including personnel, equipment, and materials, are allocated effectively and efficiently to achieve project goals within budget constraints.
3. Stakeholder Management: The Program Manager/Delivery Head must communicate with all stakeholders, including clients, team members, and senior management, to ensure that project goals and requirements are clearly understood and that expectations are met.
4. Team Management: The Program Manager/Delivery Head must provide leadership and guidance to project managers and team members. They must ensure that all team members are working collaboratively, and that they have the necessary resources and support to carry out their roles effectively.
5. Risk Management: The Program Manager/Delivery Head must identify, assess, and manage risks associated with the projects they oversee. They must develop risk mitigation strategies to minimize the impact of any potential risks on project outcomes.
6. Quality Assurance: The Program Manager/Delivery Head must ensure that projects are delivered to the required quality standards. They must establish and monitor quality control processes to ensure that all deliverables meet the required specifications.
7. Reporting: The Program Manager/Delivery Head must provide regular reports on project progress, budget status, and other key metrics to senior management and other stakeholders. They must also provide timely updates on any issues or risks that arise during the project lifecycle.

Qualification, Experience and desired Skill

Qualification:

- Graduate in a Business Administration, Engineering, Science or relevant field.
- Preferable MBA or Masters in relevant areas like Public Administration or Public Policy or Social Sciences or Technology.

Experience:

20+ years of experience in program management, project management, or delivery management in a related industry.

- Communication skills: Strong verbal and written communication skills, as the Program Manager/Delivery Head will need to effectively communicate with stakeholders, team members, and clients.
- Leadership skills: Excellent leadership and people management skills, as the Program Manager/Delivery Head will be responsible for leading and motivating a team of professionals.
- Analytical and problem-solving skills: The ability to analyse complex problems, identify solutions, and make decisions quickly and effectively is critical for this role.
- Technical knowledge: Familiarity with project management software, methodologies, and tools, as well as experience working with technical teams and understanding of technology trends.
- Strategic thinking: The ability to think strategically and develop long-term plans and strategies to achieve business goals.
- Customer focus: A strong customer focus and the ability to understand customer needs and requirements.
- Financial management: Experience managing budgets, forecasting, and financial planning.
- Adaptability and flexibility: The ability to adapt to changing circumstances, work under pressure, and manage multiple tasks and projects simultaneously.

2. Job Description: Sr. Program Manager

Position title: Sr. Program Manager

Roles & responsibilities

1. Development of the program strategy, overseeing its execution and work with stakeholders to define program objectives, scope, budget, and timeline, and develop a comprehensive plan to achieve these goals.
2. Management of program resources, including people, budget, and equipment, to ensure successful program execution and manage resources efficiently to maximize program results while minimizing costs.
3. Identify, assess, and manage program risks and develop risk management plans and strategies to minimize the impact of potential risks on program goals.
4. Establish and maintaining effective communication with stakeholders, including program sponsors, project teams, customers and ensure that stakeholders are informed about program progress, issues, and risks.
5. Monitor program performance and ensuring that program objectives are achieved and develop and implement program metrics to track progress and measure program success.
6. Ensure that the program is executed in compliance with governance policies, regulations, standards and ensure that continuously improving the program processes and methodologies to achieve better results.

Qualification, Experience and desired Skill

Qualification:

- Graduate in a Business Administration, Engineering, Science or relevant field.
- Preferable MBA or Masters in relevant areas like Public Administration or Public Policy or Social Sciences or Technology.

Experience:

- 15+ years of relevant professional experience in program or project management including managing multiple large-scale projects or programs simultaneously.
- Strong leadership skills to manage and motivate teams of project managers, engineers, stakeholders & inspire team members to achieve goals.
- Understanding of the technical aspects of the projects or programs including an understanding of the tools, technologies, and processes required to achieve the desired outcomes.
- Communicate effectively with team members, stakeholders, executives, clients and develop and implement plans to achieve organizational goals. They must be able to assess risks and identify opportunities to improve program or project outcomes.

3. Job Description: Senior Consultant

Position title: Senior Consultant

Roles & responsibilities

1. Assist Program Lead in all project related activities including day to day communication, documentation, management
2. Coordinate with various stakeholders such as ministries and organizations for the successful execution of the project.
3. Developing an evaluation method to assess program strengths and identify areas for improvement.
4. Managing a team with a diverse array of talents and responsibilities.
5. Implementing and managing changes and interventions to ensure project goals are achieved.
6. Producing accurate and timely reporting of program status throughout its life cycle.
7. Ensure timely appraisal of the Project Reports and ensure their adherence to the standards and guidelines around technology
8. Provide regular reports and other information to higher authorities

Qualification, Experience and desired Skill

Qualifications-

- Graduate in a Business Administration, Engineering, Science or relevant field.
- Preferable MBA or Masters in relevant areas like Social Sciences or Technology.

Experience

- 8+ years of experience with 3+ years' experience, in creating/ managing/ operating large programs or in any lead business positions.
- Excellent communication skills including stakeholder and employee relations management
- Prior experience in community tech-related project handling experience in any space
- Experience in data analysis, public speaking, PowerPoint presentation, and stakeholder communications.
- May be relaxed for deserving candidates with exceptional skills/ expertise.

4. Job Description: Consultant

Position title: Consultant

Roles & responsibilities

1. Implementation of the technology developed for community empowerment.
2. Collaboration with the centre, states ecosystem partners for the implementation of relevant solutions.
3. Design, guide, and coordinate solution(s) for tracking achievement of the LokOS platform.
4. Help central and state government senior officials define strategies and translate their vision into concrete programs/solutions by the current LokOS platform.
5. Lead development of standardized evaluation tools for assessments and define key parameters to monitor the implementation and success of the same.

Qualification, Experience and desired Skill

Qualifications

- Graduate in relevant field
- Preferable Masters in relevant areas of specialization

Experience

- 4+ years of work experience with 1+ years of experience in working with projects at centre and state level
- Experience in designing and developing software solutions that meet the client's requirements.

5. Job Description: Product Head

Position title: Product Head

Roles & responsibilities

The Product Head is responsible for overseeing the development and management of the DIC's software products. The Product Head must have a deep understanding of the software industry, technology trends, and user needs to lead the creation of innovative and successful software products. The role requires a blend of strategic thinking, technical expertise, and business acumen.

Key Responsibilities:

1. **Product Strategy:** The Product Head must develop and implement a product strategy that aligns with the company's overall business strategy. They must identify market opportunities, conduct competitive analysis, and define the product vision and roadmap.
2. **Product Development:** The Product Head must oversee the development of software products from ideation to launch. They must work closely with the development team, UX/UI designers, and other stakeholders to ensure that products are delivered on time, within budget, and to the required quality standards.
3. **Market Analysis:** The Product Head must conduct market analysis to understand customer needs, identify trends, and anticipate changes in the market. They must use this information to guide product development and ensure that the company's products remain competitive and relevant.
4. **Product Launch:** The Product Head must oversee the launch of new software products, including developing marketing plans, conducting product demos, and providing training and support to customers and sales teams.
5. **Product Management:** The Product Head must manage the entire lifecycle of the company's software products, from development to retirement. They must work closely with sales, marketing, and customer support teams to ensure that products meet customer needs and are successfully adopted in the market.
6. **Team Management:** The Product Head must manage and lead a team of product managers, UX/UI designers, and other stakeholders. They must ensure that team members are motivated, engaged, and working collaboratively to achieve product goals.
7. **Metrics and Analytics:** The Product Head must establish and monitor key performance indicators (KPIs) to track the success of the company's software products. They must use data analytics to identify areas for improvement and optimize product performance.

Qualification, Experience and desired Skill

Qualifications

Bachelor degree in a relevant field such as business administration, computer science, engineering, or project management.

Experience

15+ years of experience in program management, project management, or delivery management in a related industry.

- Product Management: The Product Head must have a strong understanding of product management principles, including product development, market analysis, and product lifecycle management.
- Technical Expertise: The Product Head must have a deep understanding of software development and technology trends. They must be able to work closely with the development team to ensure that products are technically sound and meet customer needs.
- Business Acumen: The Product Head must have a good understanding of business operations, including marketing, sales, and customer support. They must be able to develop and execute product strategies that align with the company's overall business goals.
- Leadership: The Product Head must have strong leadership skills and the ability to motivate and manage a team of product managers and other stakeholders.
- Communication: The Product Head must have excellent communication skills, both verbal and written. They must be able to communicate effectively with team members, customers, and senior management.
- Analytical Skills: The Product Head must have strong analytical skills and the ability to use data to inform product decisions.
- Strategic Thinking: The Product Head must be able to think strategically and develop long-term plans and strategies to achieve product goals and drive business growth.

6. Job Description: Design Head

Position title: Design Head

Roles & responsibilities

1. Lead the design process, which involves creating a strategy and work closely with other members of the team to ensure that the design meets the project goals, requirements, and user needs.
2. Develop design guidelines to ensure consistency and coherence throughout the project. These guidelines should include best practices for design, such as typography, colour schemes, and layout.
3. Manage the design team, which includes assigning tasks, providing feedback, and mentoring team members to ensure that the team is working effectively and efficiently, and that team members are meeting their goals.
4. Collaborate with other departments, such as development, marketing, and product management, to ensure that the design aligns with the overall goals of the project.
5. Review and approve all designs before they are finalized. Ensure that the designs meet the project requirements, are visually appealing, and provide a good user experience.
6. Stay up-to-date with industry trends, including new design tools, techniques, and technologies. Knowledgeable about current design trends and be able to incorporate them into the project when appropriate.
7. Communicate with stakeholders, including clients and project managers, to provide updates on the design process and to ensure that their expectations are being met

Qualification, Experience and desired Skill

Qualification

- Bachelor's degree in Computer Science, Software Engineering, or a relevant field
- Preferable MBA , M.Tech or Masters in relevant area

Experience

- 15+ years of experience in design & development of the product
- Strong problem-solving skills
- Knowledge of programming languages and development tools
- Familiarity with software development methodologies, such as agile or waterfall
- Experience with software architecture and design patterns
- Understanding of data structures and algorithms
- Excellent communication skills for collaborating with other team members and stakeholders.

7. Job Description: Principal Solution Architect

Position title: Principal Solution Architect

Roles & responsibilities

1. Design and oversee the development of software solutions which includes analysing business requirements and designing solutions that meet those requirements, as well as overseeing the implementation of the solution to ensure it meets business needs.
2. Guidance and mentorship to other members of the software development team and leading technical design sessions, reviewing code, and overseeing the implementation of the software solution.
3. Define and maintain the software architecture of the organization and ensure that the architecture is aligned with the business goals and technical requirements and is flexible and scalable enough to accommodate future growth.
4. Collaborate effectively with stakeholders, including business leaders, project managers, and software development team members.
5. Define the technology strategy for the organization. They must stay up-to-date with emerging technologies and trends and make recommendations on how to adopt and implement them.
6. Identify and mitigate technical risks associated with software development projects. They must also ensure that the software solution is secure, reliable, and compliant with regulatory requirements.

Qualification, Experience and desired Skill

Qualification

Bachelor degree in computer science, software engineering, information technology, or a related field

Experience

- 14+ years of experience in product architecture and management
- Strong technical background and be proficient in multiple programming languages and technologies. Familiar with both back-end and front-end development.
- Designing complex software systems and developing software architectures that meet business goals and technical requirements. Good understanding of business operations and goals to design software solutions.
- Strong leadership skills to guide and mentor other members of the software development team. Work collaboratively with project managers, business leaders, and other stakeholders to ensure the successful implementation of software solutions.
- Analyse complex technical problems and develop innovative solutions to meet business requirements.

8. Job Description: IT Operations Head

Position title: IT Operations Head

Roles & responsibilities

1. Management of the project IT infrastructure, including hardware, software, networks, servers and ensure that the infrastructure is reliable, efficient, and secure.
2. Ensure that IT services are delivered effectively and efficiently. Develop and implement service level agreements (SLAs) and ensure that the IT team meets these SLAs.
3. Ensure that the IT infrastructure is secure and protected from cyber threats. Develop and implement security policies and procedures and ensure that they are followed.
4. Provide IT support to the organization's employees and must ensure that IT support requests are addressed promptly and efficiently.
5. Ensure that the IT department operates within budget constraints and that the organization receives a good return on investment for its IT spending.
6. Work with other executives to develop the organization's IT strategy and ensure that the IT strategy aligns with the organization's business goals and objectives.
7. Managing relationships with IT vendors. Develop and implement IT disaster recovery and business continuity plans to ensure that the organization's IT systems can be restored quickly in the event of a disruption.

Qualification, Experience and desired Skill

Qualifications-

Bachelor degree in computer science, software engineering, information technology, or a related field

Experience

- 10+ years of proven experience in software development/ testing/ operations & maintenance of which 4+ years should be in managing IT operations; may be relaxed for deserving candidates with exceptional skills/ expertise.
- Applied knowledge in application security, DevOps & Managing the day-to-day operations of the IT department.
- Working knowledge of SQL, Java related technologies & API development
- Working knowledge of Linux, shell scripting, OS Ticket
- Experience of working for a Government set up/ project is desirable

9. Job Description: Data Analytics Head

Position title: Data Analytics Head

Roles & responsibilities

1. Identifying data sources, defining data governance policies, and determining the technical infrastructure required to support data analytics initiatives.
2. Management of data analytics projects, including identifying business needs, defining project objectives, and ensuring that projects are delivered on time and within budget.
3. Collecting, analysing, and interpreting data to identify trends, insights, and opportunities. Use of statistical methods and data visualization tools to communicate insights to stakeholders in a clear and understandable way.
4. Management of data analytics team, including hiring and training staff, setting performance objectives, and conducting performance reviews.
5. Establishing and maintaining data governance policies and procedures, including data quality standards, data privacy policies, and data security protocols.
6. Work closely with other departments and stakeholders, including IT, finance, marketing, and operations, to understand their data needs and provide insights to support decision-making.
7. Stay up-to-date with industry trends and emerging technologies in data analytics. They must be able to evaluate new tools and techniques and recommend the best ones for the organization.

Qualification, Experience and desired Skill

Qualification:

Bachelor degree in data science, computer science, statistics, mathematics, or a related field

Experience:

- 12+ years of experience in data analytics and management
- Strong technical skills in data analysis, statistical modelling, and data visualization. Proficient Python, R, and SQL, as well as data analysis tools such as Tableau, Power BI, and SAS.
- Manage a team of data analysts effectively and able to set goals, provide feedback, and motivate team members to achieve their objectives.
- Excellent communication skills to effectively communicate insights and recommendations to stakeholders across the organization.
- Good understanding of the organization's business objectives and be able to align data analytics efforts to support these objectives.
- Understanding of industry trends and emerging technologies in data analytics.

10. Job Description: Product Manager

Position title: Product Manager

Roles & responsibilities

The Product Manager is responsible for leading the development of new software products in DIC .He will work closely with cross-functional teams, including developers, designers, and stakeholders, to ensure that products are delivered on time, within budget, and to the required quality standards.

Key Responsibilities:

1. **Product Strategy:** The Product Manager must develop and implement a product strategy that aligns with the company's overall business strategy. They must identify market opportunities, conduct competitive analysis, and define the product vision and roadmap.
2. **Product Development:** The Product Manager must oversee the development of software products from ideation to launch. They must work closely with the development team, UX/UI designers, and other stakeholders to ensure that products are delivered on time, within budget, and to the required quality standards.
3. **Market Analysis:** The Product Manager must conduct market analysis to understand the needs, identify trends, and anticipate changes in the market. They must use this information to guide product development and ensure that the company's products remain competitive and relevant.
4. **Product Launch:** The Product Manager must oversee the launch of new software products, including developing marketing plans, conducting product demos, and providing training and support to customers and sales teams.
5. **Product Management:** The Product Manager must manage the entire lifecycle of the software product, from development to retirement. They must work closely with sales, marketing, and customer support teams to ensure that the product meets customer needs and is successfully adopted in the market.
6. **Team Management:** The Product Manager must manage and lead a team of developers, designers, and other stakeholders. They must ensure that team members are motivated, engaged, and working collaboratively to achieve product goals.
7. **Metrics and Analytics:** The Product Manager must establish and monitor key performance indicators (KPIs) to track the success of the software product. They must use data analytics to identify areas for improvement and optimize product performance.

Qualification, Experience and desired Skill

Qualification

Bachelor's degree in Computer Science, Engineering, or Graduate with MBA

Experience

6+ years of product management experience in software or technology industry. Demonstrated success in developing and launching successful software products.

- Product Management: The Product Manager must have a strong understanding of product management principles, including product development, market analysis, and product lifecycle management.
- Technical Expertise: The Product Manager must have a deep understanding of software development and technology trends. They must be able to work closely with the development team to ensure that the product is technically sound and meets customer needs.
- Business Acumen: The Product Manager must have a good understanding of business operations, including marketing, sales, and customer support. They must be able to develop and execute product strategies that align with the company's overall business goals.
- Leadership: The Product Manager must have strong leadership skills and the ability to motivate and manage a team of developers, designers, and other stakeholders.
- Communication: The Product Manager must have excellent communication skills, both verbal and written. They must be able to communicate effectively with team members, customers, and senior management.
- Analytical Skills: The Product Manager must have strong analytical skills and the ability to use data to inform product decisions.
- Project Management: The Product Manager must have excellent project management skills, including the ability to manage timelines, budgets, and resources effectively.

11. Job Description: Sr Solution Architect

Position title: Sr Solution Architect

Roles & responsibilities

1. Defines the technical architecture of the mobile and web applications considering factors such as scalability, performance, security, and maintainability.
2. Lead a team of developers and technical experts to ensure that the development process aligns with the architectural vision, goals, and standards. Collaborate with stakeholders to understand business requirements, technical requirements, and constraints.
3. Create prototypes or proofs of concept to validate technical feasibility, explore alternative solutions, and demonstrate functionality to stakeholders.
4. Code review and ensure that code developed by the team adheres to the defined technical architecture, coding standards, and best practices.
5. Identify and mitigate technical risks throughout the software development lifecycle and ensure that the mobile and web applications are resilient, secure, and highly available.
6. Monitor and optimize the performance of the mobile and web applications, ensuring that they meet or exceed the defined service level agreements.
7. Document the technical architecture, design decisions, and system specifications to facilitate knowledge sharing among the development team and stakeholders.

Qualification, Experience and desired Skill

Qualifications

Bachelor degree in Computer Science, Software Engineering, or a related field

Experience

- 10+ years of experience in mobile and web applications development and good track record of delivering high-quality software solutions.
- Understanding of mobile and web application development technologies such as Java, Swift, and JavaScript, HTML, CSS, and React or Angular.
- Proficient in designing and implementing RESTful APIs, databases like MySQL, or PostgreSQL & architectures like MVC, MVP & MVVM.
- Relevant certifications such as AWS Certified Solutions Architect - Associate, Microsoft Certified: Azure Solutions Architect Expert, or Google Cloud Certified - Professional Cloud Architect may help demonstrate expertise and credibility in cloud architecture.

12. Job Description: Back-end Developer

Position title: Back-end Developer

Roles & responsibilities

1. Design and develop the server-side of web applications. This includes building APIs, web services, and backend logic using programming languages like Java, Python, Ruby, or PHP.
2. Manage databases, which involve designing database schemas, creating tables, defining relationships between them and should be familiar with database technologies such as MySQL, MongoDB, and PostgreSQL.
3. Closely work with front-end developers to integrate the client-side of the application with the server-side and develop APIs and web services that provide data and functionality to the front-end application.
4. Ensure that the web application is scalable, performant, reliable and need to design and optimize the application architecture to handle large volumes of traffic, data, and users.
5. Ensure the security of the application by implementing proper authentication and authorization mechanisms, protecting against vulnerabilities such as SQL injection and Cross-Site Scripting (XSS), and complying with industry standards such as OWASP.
6. Test code and ensure that the web application is functional, meets the requirements, and is free of bugs and also manage deployment and release of the application, often using tools such as Docker, Kubernetes, or AWS Elastic Beanstalk.
7. Document code, including API documentation, code comments, README files and facilitates knowledge sharing and collaboration with other developers.

Qualification, Experience and desired Skill

Qualification

Bachelor degree in Computer Science, Software Engineering, or a related field

Experience

- 3+ years of experience in server-side development, includes building RESTful APIs, developing database schemas, and implementing security measures.
- Understanding of server-side programming languages, such as Java, Python, Ruby, or PHP, and be proficient in web development frameworks such as Spring, Flask, Ruby on Rails, or Laravel and also familiar with database technologies such as MySQL, MongoDB, or PostgreSQL, and be able to design database schemas and implement SQL queries.
- Strong problem-solving, analytical, communication skills and able to collaborate with different stakeholders, manage competing priorities etc. Relevant certifications such as AWS Certified Developer - Associate, Microsoft Certified: Azure Developer Associate, or Google Cloud Certified - Professional Cloud Developer may help demonstrate expertise and credibility in cloud-based back-end development.

13. Job Description: Business Analyst

Position title: Business Analyst

Roles & responsibilities

1. Understand the business needs, identify the requirements, and translate them into functional and technical specifications. Work closely with business stakeholders, subject matter experts, and technical teams to gather and document requirements, conduct stakeholder interviews, workshops, and surveys to elicit requirements.
2. Define scope of the project, identifies the project objectives and goals, and determines the business value of the project. Work with stakeholders to prioritize requirements and create a roadmap for the project.
3. Create process flows and business models to help stakeholders understand the current state and future state of the business process. Help in identifying the gaps, inefficiencies, and areas for improvement.
4. Assess the technical feasibility, economic feasibility, operational feasibility, and legal feasibility of the solution. Ensure that the project is aligned with the business goals and objectives.
5. Liaison between the business stakeholders and the technical team, facilitating communication, resolving conflicts, and managing expectations. Continuous improvement and suggests enhancements to the solution to meet changing business needs.
6. Ensures that the solutions delivered meet the requirements and specifications. Validate the solutions through testing, user acceptance testing, and other validation techniques.

Qualification, Experience and desired Skill

Qualifications:

- Bachelor's degree in a relevant field such as computer science, information technology, business administration, or engineering.
- Preferred Certified Business Analysis Professional, Certification of Competency in Business Analysis, or Agile Certified Practitioner (ACP)

Experience:

- 3+ years of experience working as a Business Analyst in a software development environment.
- Knowledge of software development methodologies such as Agile, Waterfall, and DevOps.
- Familiarity with software development tools such as Jira, Confluence, and GitHub.
- Experience in gathering and documenting requirements, conducting stakeholder interviews, and facilitating workshops.
- Ability to create process flows, business models, and functional and technical specifications.
- Excellent communication and interpersonal skills to liaise with stakeholders and technical teams.
- Understanding of project management principles and practices.

14. Job Description: Mobile Developer

Position title: Mobile Developer

Roles & responsibilities

1. Designing and developing mobile applications for various platforms such as iOS and Android
2. Collaborating with designers and other developers to ensure that the mobile application design is consistent with the brand image and user experience requirements
3. Testing the mobile application functionality and troubleshooting any issues that arise
4. Developing and maintaining server-side APIs to connect the mobile application to a back-end system
5. Working with cross-functional teams to ensure that the mobile application is optimized for performance, security, and accessibility
6. Staying up to date with industry trends and emerging technologies to ensure that mobile applications are modern and competitive

Qualification, Experience and desired Skill

Qualification:

Bachelor's degree in computer science, software engineering, or a related field.

Experience:

- 3+ years of experience in developing mobile applications for various platforms such as iOS and Android.
- Programming languages such as Java, Kotlin, and familiarity with mobile development frameworks such as React Native, Flutter, or Xamarin.
- Effective communication, problem-solving, and time-management skills to work in a fast-paced environment.

15. Job Description: UX & Graphics Designer

Position title: UX & Graphics Designer

Roles & responsibilities

1. In-depth knowledge of designing customer journeys for various platforms like Android, iOS, Web and Web responsive.
2. Has experience in design tools such as Figma, Canva, Sketch, Adobe XD, Photoshop, Illustrator, and Invision
3. Experience or understanding of designing systems to be accessible for users with special needs is desirable
4. Can manage end-to-end processes including conceptualization, information architecture design, interaction design and visual design.

Qualification, Experience and desired Skill

Qualifications

- Graduate in a relevant field.
- Preferable Masters in relevant areas

Experience

- 3+ Years in graphic designing in relevant large scale projects.
- Understanding user needs, behavior, and motivations, as well as designing the user journey

16. Job Description: Team Lead (Security & PM)

Position title: Team Lead (Security & PM)

Roles & responsibilities

1. Motivate team members, provide guidance and direction, and ensure that everyone is working towards the same goals.
2. Identify and addressing security vulnerabilities, implementing security controls, and ensuring that sensitive data is protected.
3. Identify potential risks and taking steps to mitigate them. They must also have a contingency plan in place in case something goes wrong.
4. Ensure that the project meets the organization's quality standards. This may involve testing the project, reviewing documentation, and ensuring that deliverables are of high quality.
5. Resource management includes the budget, allocating resources, and ensuring that team members have the necessary tools and equipment to complete their work.
6. Define the scope, creating a project plan, setting deadlines, and ensuring that the project is completed on time and within budget.

Qualification, Experience and desired Skill

Qualifications

- Bachelor degree in computer science, information technology, or a related field
- Preference for PMP (Project Management Professional) or CISSP (Certified Information Systems Security Professional).

Experience

- 8+ years of post-qualification experiences as a security expert or similar role.
- A solid understanding of information security principles and best practices. This includes knowledge of security controls, risk management, and vulnerability assessment.
- A strong leadership skills and be able to motivate and guide team members towards achieving project goals.

17. Job Description: Security Engineer

Position title: Security Engineer

Roles & responsibilities

1. Experience and knowledge of Web Application Security standards such as OWASP/SANS etc.
2. Develop and implement security policies, procedures, and standards in line with industry best practices
3. Perform regular security assessments and penetration testing on our AWS infrastructure.
4. Maintaining all the software and hardware in relation to security.
5. Shall prepare VAPT (Vulnerability Assessment & Penetration Testing) reports using defined templates and assist the management for finalization of audit reports.
6. Identifying current and emerging technology issues including security trends, vulnerabilities, and threats
7. Sourcing and implementing new security solutions to better protect the organization.
8. Conducting proactive research to analyse security weaknesses and recommend appropriate strategies.
9. Liaising with vendors to implement security solutions.

Qualification, Experience and desired Skill

Qualifications

- Bachelor degree in computer science, information technology, or a related field

Experience

- 3+ years of post-qualification experiences in relevant field
- Experience in developing and implementing the overall security strategy for an organization, managing a team of security professionals, and ensuring compliance with industry regulations.
- Experience in web application, Mobile App (IOS and Android) and network Vulnerability Assessment & Penetration Testing.
- Experience in Vulnerability Assessment and Penetration testing using industry standard tools such as Vulnerability Scanners for e.g. ZAP, Nessus, Nmap, Burp Suite Pro, Netsparker etc.

18.Job Description: QA / Testing Engineer

Position title: QA / Testing Engineer

Roles & responsibilities

1. Plan and coordinate the testing of software products, which involves creating test plans, test cases, and test scripts.
2. Execute test cases and scripts to identify defects, bugs, and other issues in the software product.
3. Report defects and issues to the development team and track their status until they are resolved.
4. Design and implement automated tests to improve the efficiency and accuracy of testing.
5. Improve the testing process by identifying and implementing new testing techniques, tools, and processes. Work closely with developers, product managers, and other stakeholders to ensure that software products meet business requirements and are of high quality.

Qualification, Experience and desired Skill

Qualifications-

Bachelor's degree in Computer Science, Software Engineering, or a related field

Experience-

- 3+ years of experience in software testing and quality assurance.
- Strong technical skills and knowledge of software testing, test automation, and defect tracking tools.
- Strong analytical skills to identify defects and issues in software products and systems.

19. Job Description: Graphics Designer

Position title: Graphics Designer

Roles & responsibilities

1. In-depth knowledge of designing customer journeys for various platforms like Android, iOS, Web and Web responsive.
2. Has experience in design tools such as Figma, Canva, Sketch, Adobe XD, Photoshop, Illustrator, and Invision
3. Experience or understanding of designing systems to be accessible for users with special needs is desirable
4. Can manage end-to-end processes including conceptualization, information architecture design, interaction design and visual design.

Qualification, Experience and desired Skill

Qualifications

- Graduate in a relevant field.
- Preferable Masters in relevant areas

Experience

- 3+ Years in graphic designing in relevant large scale projects.
- Understanding user needs, behavior, and motivations, as well as designing the user journey

20.Job Description: Manager – Support

Position title: Manager – Support

Roles & responsibilities

1. Recruiting, training, and managing a team of support staff who are knowledgeable, skilled, and dedicated to providing excellent customer service.
2. Developing and implementing efficient and effective support processes that ensure quick and accurate resolution of customer issues.
3. Monitoring key support metrics such as response time, resolution time, customer satisfaction, and other performance indicators.
4. Managing customer escalations and ensuring that they are handled in a timely & effective manner and work with other departments or teams within the organization to resolve complex customer issues.
5. Work closely with other teams within the organization, such as product development, sales, and marketing, to ensure that customer feedback is incorporated into product development and marketing strategies.

Qualification, Experience and desired Skill

Qualification:

Bachelor degree in business administration, management, or a related field

Experience:

- 6+ years of experience in a related field, such as administrative support or project management.
- Excellent verbal and written communication skills and ability to communicate clearly and effectively with team members, clients, and stakeholders.
- Managing multiple tasks and responsibilities simultaneously, solve problems efficiently and identify issues and come up with solutions.
- Proficiency in software and technology platforms such as Microsoft Office Suite, Google Suite, project management tools, and CRM software.

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

Head- HR

Digital India Corporation

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

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