

DIRECTORATE OF INFORMATION TECHNOLOGY, ELECTRONICS & COMMUNICATION

JANATA BHAVAN CAMPUS, BEHIND CM BLOCK,

DISPUR, GUWAHATI 781006

Advertisement No.DITEC.2/2018/40

Dated 06/06/2018

"In cancellation of the Advertisement no. IT/30/2018/22 dated 18th April, 2018, the Directorate of Information Technology, Electronics and Communication (DITEC), Government of Assam re-invites fresh applications from eligible candidates to fill up the contractual Positions of CONSULTANTS and DISTRICT MANAGERS mentioned in the table below, with experience and qualifications indicated therein.

1. Interested eligible candidates may apply **online (only)** by visiting the website www.it.assam.gov.in and selecting the link for **Recruitment of Consultants and District Managers** from 00:00 hours on 7th June 2018.
2. Relevant documents (as mentioned in the link) pertaining to online form submission may be uploaded compulsorily on or before 11.59 PM, 26th June 2018.
3. **Tenure:** The engagement is purely contractual. The initial period of contract will be for 3 years. There shall be a Performance Appraisal every year and for renewal of contract, after third year, comprehensive performance evaluation of the last three years will be taken into consideration. DITEC shall reserve the right to take necessary action in case of below-par performance.
4. **Emoluments:** The emoluments is on monthly fixed pay basis and is all inclusive (indicated against the Positions)
5. **Application Procedure:** A candidate can apply **only ONLINE** through the website www.it.assam.gov.in **No other mode of application is acceptable**. The online application can be uploaded following the steps mentioned below:
 - Visit www.it.assam.gov.in
 - Click on the link **Recruitment of Consultants and District Managers** and then click **Apply Online** against this Notification
 - Register yourself into the portal
 - Login using your Registration No and date of Birth.
 - Fill-up form/ upload all documents mentioned therein and submit the online application form
6. Incomplete or wrongly filled applications will be summarily rejected (the form submission portal will not allow submission of incomplete forms). On submission of the online application form and uploading all documents mentioned therein, the applicant will receive an **acknowledgement no**. It is to be noted that submission of the online application does not

automatically qualify any candidate for the position and also does not imply verification of credentials of the candidate.

7. Any query regarding the Positions may be mailed to ditec-asm@gov.in
8. **Age limit/ Eligibility:** For the position of Senior Consultants, the candidate should not be more than 45 years and for other positions, the candidate should not be more than 40 years as on 1st January, 2018.
9. **Selection Procedure:** Shortlisted candidates only can download the Admit cards for the **online Test (date will be intimated in this link shortly)** using their Registration No and Date of Birth. Online test shall be for a total of 80 marks.
10. For every position, candidates shall be called for Personal Interview in the ratio of 1:5, subject to qualifying the online written test. Date and time for the interview will be intimated later in the link itself. No TA/DA will be entertained for appearing in the Online Examination/ Personal Interview. The total marks for the personal interview shall be 20 marks.
11. **Syllabus:** The syllabus for the online test shall include the following:

Section 1: Class 12 level General Mathematics, Logical Reasoning and Basic English (30 marks)

Section 2: Question related to domain expertise sought as per the respective Positions (available in the roles and responsibilities against the positions) (50 marks)
12. Those who have applied earlier in response to the advertisement dated 18th April 2018 also need to apply again online as per qualifications and experience mentioned below.
13. DITEC reserves the right to reject any Application or cancel this advertisement, without assigning any reasons thereof.

SL No	Functional Role	Designation & Pay	No. of Positions	Roles / Responsibilities/ Minimum Experience and Educational Qualifications
1	Project Management	Senior Consultant Fixed Pay (Rs.90,000/- PM)	1	<p>DITEC is looking for candidates with minimum 7 years of work experience in IT/e-gov consultancy domain in either State/Central Govt organizations/multi-lateral agencies/corporate sector. The candidate must have implemented 5 large scale IT projects</p> <p>Roles and Responsibilities</p> <ul style="list-style-type: none"> • Overall Monitoring and providing leadership to the Projects being implemented under IT Department, Govt of Assam (Projects like e-district Project, ASWAN, IT park etc. for multi-technology and multi-platform setup) • Specific responsibilities will include RFP/bid preparation, bid process management, functional knowledge of latest technologies in the field, innovative ideas on the IT, electronics and Communication industry needs and their implementation in govt set-up, implementation and monitoring of Projects, problem handling and solutions thereof, ability to work in a multi-stakeholder environment,

				<p>result oriented approach towards work and knowledge on accounting.</p> <ul style="list-style-type: none"> The candidate must be able to guide the team in defining IT strategies, development, quality analysis and full-scale deployment in various e-governance projects. Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> MBA or PGDBM or PGDM (Minimum Qualification)</p> <p>with Base Qualification as either <u>BE or B.Tech</u> (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/Telecommunication) or <u>MCA or MSc</u>(Computer Science/Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/Telecommunication) or <u>BCA or BSc</u> (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) from recognised Institutions / University.</p> <p><u>Desirable Experience:</u> Online trainings / certifications (PMP, Prince2 etc.) on course related to project management will be sought for.</p> <p><u>Minimum Experience Needed:</u> 7 years relevant experience in project management of which at least more than 50% years should be related to managing ICT/digital / e-service delivery projects.</p>
2	Technology Management	Senior Consultant Fixed Pay (Rs.90,000/- PM)	1	<p>DITEC is looking for candidates with minimum 7 years of relevant experience with either State/Central Govt organizations/corporate sector/multi-lateral agencies.</p> <p><u>Roles / Responsibilities Overview:</u></p> <ul style="list-style-type: none"> Providing technical knowhow/knowledge/solutions in developing the SDC, monitoring the CSCs, Service Portal and state service delivery gateway and ASWAN. Specific responsibilities shall include creating and managing data centre networks, implementing and monitoring Routing & Switching protocols, working with block chain technology, WIFI, broadband network, designing solutions for LAN and WAN, VPN, firewall, DNS, DHCP, VoIP, different media protocols such as UTP, optical fibre, wireless and check implementation of cybersecurity in the networks. Other tasks assigned from time to time <p>As DITEC is newly setup by government of Assam, the consultant is expected to provide leadership and solutions to implementing various government programs under Digital India and also, provide networking solutions</p>

				<p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) OR MCA from recognised Institutions / University</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 7 years of experience in the relevant field.</p>
3	Connectivity	Consultant Fixed Pay (Rs.70000/- PM)	1	<p>DITEC is looking for candidates with 5 years of experience in networking and server/broadband/wireless/optical fibre connectivity solutions.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Supervise and maintain connectivity of the SDC, IT Park, CSCs, monitor the e-district project and ASWAN and other similar Projects/ infrastructure. • Specific responsibilities shall include networking including Routing & Switching protocols, ensuring round the clock server connectivity, monitoring Wifi connections, broadband networks, designing solutions for LAN and WAN, VPN, firewall, DNS, DHCP, VoIP, different media protocols such as UTP, optical fibre and wireless. • Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) or MCA or MSc (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) from recognised Institutions / University.</p> <p><u>Desirable Qualification</u> Industry standard certifications like CCNA/CCNP is desirable.</p> <p><u>Minimum Experience</u> Minimum 5 years of experience in the relevant field.</p>

4	Capacity Building	Consultant Fixed Pay (Rs.70000/- PM)	1	<p>DITEC is looking for candidates having good communication skills with 5 years of experience in capacity building/training in agencies of state govt/central govt/corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Talking/coordinating with respective government departments and stakeholders to gather user and data requirement for building e-services and m-services. • Conducting trainings for e-district personnel, monitoring the digital literacy programme of Government of Assam and capacity building of the state govt personnel and other stakeholders on IT, Electronics and Communication. • Specific responsibilities shall include conducting training need analysis, designing of content for the trainings and imparting training using the latest tools and techniques. • Continuous monitoring of the IT/ Electronics/ Telecommunication knowledge requirement scenario, and planning and implementing knowledge enhancement activities for the resource pool. • Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> Full time MBA or PGDM or PGDBM, with either BE or B.Tech(Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) from recognised Institutions /University.</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 5 years of experience in the relevant field.</p>
5	Infrastructure Management	Consultant Fixed Pay (Rs.70000/- PM)	1	<p>DITEC is looking for candidates with minimum 5 years of experience in IT Infrastructure management in agencies of state govt/ central govt/ corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Monitoring IT infrastructure of the Directorate including SDC and IT Park. • Specific responsibilities shall include operations management, management of system servers, networking, IT facility & help desk management, Disaster Recovery and Business Continuity Planning, IT implementation in e-Governance set-ups, Application architecture management, asset management/ IT infrastructure optimization. • Other activities assigned from time to time.

				<p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) or MCA or MSc (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) from recognised Institutions /University.</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 5 years of experience in the relevant field.</p>
6	e-Service Delivery	Consultant Fixed Pay (Rs.70000/- PM)	1	<p>DITEC is looking for candidates with minimum 5 years of experience in projects/ platforms related to e-service delivery in agencies of state/ central govt/ corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Monitoring and implementing the e-district project, assisting in smooth implementation of ASWAN, monitoring the CSCs and implementation of the online portal(s) for e-services. • Specific responsibilities shall include ICT/e-Governance primarily in SDLC, BPR, FRS system analyst, Web Services, APIs and system verification testing. • Planning, innovating, and implementing e-service delivery of different Government services to the citizens through user friendly provisions and facilities. • Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) or MCA or MSc(Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals / Telecommunication) from recognised Institutions / University.</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 5 years of experience in the relevant field.</p>

7	Data Centre	Consultant Fixed Pay (Rs.50000/- PM)	1	<p>DITEC is looking for candidates with minimum 3 years of experience in planning, operation and maintenance of data centre in state/ central govt agencies/corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Assisting in Technical solutions for setting up and monitoring the state data centre. • Specific responsibilities shall include designing the data centre, framing tenders/bids for the data centre, round the clock data centre monitoring, maintenance and interlinking of server systems, networking, virtualisation, use of Cloud based applications, designing of power cooling, Racks, BMS (Building Management System), EMS (Environment Monitoring System), implementing ISO 27001 while designing and monitoring of the SDC and providing innovative solutions/ ideas with regard to the SDC. • Management and maintenance of applications and storage systems. • Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) Or MCA or MSc (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) from recognised Institutions / University.</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 3 years of experience in the relevant field.</p>
8	Procurement	Consultant Fixed Pay (Rs.50000/- PM)	1	<p>DITEC is looking for candidates with minimum 3 years of experience in procurement/e-procurement in agencies of state/central govt/multi-lateral agencies/ corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Planning of all procurement activities of this Directorate. • Specific responsibilities shall include designing of tender documents as per requisite guidelines and assist in successfully running the bid process, preparation of specifications/BOQ/drawings and RFP for goods and works, implementation of GeM, ensuring adherence to government procurement policies and rules and CVC Guidelines. • Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> MBA or M Com from recognised Institutions / University.</p>

				<p><u>Desirable Experience</u></p> <ul style="list-style-type: none"> • Industry standard certifications will be sought for. • Legal or finance background will be desirable. <p><u>Minimum Experience</u> Minimum 3 years of experience in the relevant field.</p>
9	Promotion of ICT	Consultant Fixed Pay (Rs.50000/- PM)	1	<p>DITEC is looking for candidates with minimum 3 years of experience in promotion of ICT activities in agencies of state/ central govt/ corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Promotion of activities of CSCs, computer/ digital literacy programmes of GoA. • Organizing and conducting events for officials/ public/ specific groups. • Specific responsibilities shall include conducting national/international business summits/conferences/ workshops, attracting investments and knowledge sourcing. • Planning and maintaining very good presence of ICT scenario of the state in the Web. <p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication /Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) Or MCA or MSc (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) from recognised Institutions/University.</p> <p><u>Desirable Experience</u> Degree in Management like MBA or PGDBM or PGDM from recognised Institutions/University.</p> <p><u>Minimum Experience</u> Minimum 3 years of experience in the relevant field.</p>
10	IT Security	Consultant Fixed Pay (Rs.50000/- PM)	1	<p>DITEC is looking for candidates with minimum 3 years of experience in IT Security management in agencies of state/ central govt/ corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Monitoring security of the e-district project, SDC, ASWAN, state portal and state service delivery gateway and other critical ICT infrastructure. • Responsibilities include security risk management, threat vulnerability mapping, incident management, penetration test, security controls, audit and security code review and handling cybersecurity related issues.

				<ul style="list-style-type: none"> Well versed with new security protocols, IT Acts, data security laws and procedures to eliminate any data security threats. Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> BE or B.Tech (Computer Science/ Information Technology) or MCA or MSc (Computer Science/ Information Technology) from recognised Institutions/University.</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 3 years of experience in the relevant field.</p>
11	District Management	District Managers Fixed Pay (Rs.40000/- PM)	24	<p>DITEC is looking for candidates with minimum 2 years of experience in e-district Project/e-service delivery in agencies of state/ central govt/ corporate sector.</p> <p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> Systematic implementation and monitoring of the NeGP, Digital India/ digital literacy programme in districts. Specific responsibilities shall include IT Infrastructure optimization in districts, hardware monitoring, software maintenance, networking, security management, monitoring adherence of such activities to the latest IT Acts and Policies. Overall management of the ICT activities and the resources at district level and continuously update on the functioning of the district ICT to the Directorate. Other tasks assigned from time to time. <p><u>Minimum Educational Qualification</u> BE or B. Tech (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) or MCA or MSc (Computer Science/ Information Technology/ Electronics & Communication /Electronics & Telecommunication / Electronics & Instrumentation/ Electronics & Electricals/ Telecommunication) or MBA from recognised Institutions/University.</p> <p><u>Desirable Experience</u> Industry standard certifications will be sought for.</p> <p><u>Minimum Experience</u> Minimum 2 years of experience in the relevant field.</p>