



Advt. No. PhD-DIC-7(5)/2019/01

DIGITAL INDIA CORPORATION

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

WEB ADVERTISEMENT

01st February 2022

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. Digital India Corporation is implementing “Visvesvaraya PhD Scheme in Electronics & IT” in around 100 premier institutions including IITs, NITs, Central/State Universities since year 2014. The next phase of the scheme has also been launched.

Digital India Corporation is currently inviting applications for the following positions for “Visvesvaraya PhD Scheme in Electronics & IT” on Contract/ Consolidated basis.

S. No	Position	No of Position
1.	Consultant	01
2.	Executive Assistant	05

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 MeitY & DIC, viz. www.meity.gov.in & www.dic.gov.in

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

**LAST DATE FOR RECEIPT OF APPLICATIONS:
22nd February 2022**



1. Job Description:- Consultant

Project:	Visvesvaraya PhD Scheme	Job Category:	Contract Basis - Consolidated
Salary Range:	Upto INR 87000 Per Month	Position Type:	Full Time
No. of Post(s):	01	Location:	New Delhi

Qualification: Graduation/ Masters Degree preferably with background in Information Technology/ Electronics. The background experience of IT/ Electronics would be ensured from diploma/degree etc. and/or from the working experience.

Experience: Post qualification experience of 5 years for Graduation Degree and 4 years for Masters Degree in-

- Working with Academic Institutions/Government departments implementing similar schemes/research wing of industry.
- Government affairs & documentations.
- Good communication skills & excellent skills of coordination with departments/institutions/other organizations.
- ICT for development and related areas including sound exposure and hands-on in the industry pertaining to project formulation, execution and management, techno-financial/economic analysis, feasibility studies, market surveys, analysis reports.
- Experience of computing tools for different aspects e.g. analytics (including technical, financial).
- Impact evaluation of the research work e.g. impact factor of research publications, reports etc. for selection of top researchers for special benefits under the scheme.
- Experience in event management e.g. workshops, conferences, seminars etc.
- Preparing regular reports of research work of researchers under the scheme in different research areas and its reporting in different formats and different platforms e.g. social media promotion/newsletters etc.
- Linkages of the researchers/young faculty research fellows/Post-Doctoral Fellows/research work with the industry and relevant schemes of Government/MeitY for commercialisation, deployment, furtherance of the research work.

(The Candidates may not possess experience in all the indicated domains. Selection shall be made on the basis of best mix available and suiting the job requirements)



2. Job Description:- Executive Assistant

Project:	Visvesvaraya PhD Scheme	Job Category:	Contract Basis - Consolidated
Project	Upto INR 58000 Per Month	Position Type:	Full Time
No. of Post(s):	05	Location:	New Delhi

Qualification: Graduation/ Masters Degree preferably with background in Finance/Information Technology/ Electronics. The background experience of Finance/IT/Electronics would be ensured from diploma/degree etc. and/or from the working experience.

Experience: -Post qualification experience of 2 years for Graduation Degree and 1 year for Masters Degree in-

- Working with Accounting firms/Academic Institutions/Government departments implementing similar schemes/ industry research wings
- Experience of computing tools especially for finance. This would include Advanced Excel; MS Power Point; MS Office and other similar tools.
- Good communication skills & excellent skills of coordination with departments/institutions/other organizations.
- Impact evaluation of the research work e.g. impact factor of research publications, reports etc. for selection of top researchers for special benefits under the scheme.
- Experience in event management e.g. workshops, conferences, seminars etc.
- Preparing regular financial reports and other reports/documents related to administration & research work etc.

(The Candidates may not possess experience in all the indicated domains. Selection shall be made the basis of best mix available and suiting the job requirements)



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. The years of experience mentioned as requirement shall be of post-qualification for all posts.
3. 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.
4. 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.
5. 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.
6. 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.
7. In case of a query, the following officer may be contacted

Mr. GAURAV SHARMA

Principal Research Scientist & Officer on Special Duty (HR)

Electronics Niketan Annexe,

6-CGO Complex Lodhi Road, New Delhi – 110003

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