

## CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

No. C-DIT/DIG/6178/2022

07-01-2022

### Empanelment of Scanning Assistants

C-DIT is an autonomous scientific society functioning under the Dept. of Electronics & IT, Govt. of Kerala. Being a total solution provider to Govt. Departments, C-DIT undertakes various projects in Digitization, IT/ITES, e- Governance and FMS, hologram security labels & documents, Digital transformation etc and also conducts various IT/ITES and media communication courses.

C-DIT invites applications from eligible candidates for District wise empanelment as **Scanning Assistant** on piece rate basis for short term engagement in various Digitization Projects.

Name of Post	Scanning Assistant
No. of Positions	Anticipated Vacancies
Educational Qualifications	A) Pass in SSLC B) Proficiency in Computer
Other	Preference will be given to those candidates willing to work in either of the shifts (Day/Night)
Remuneration	To be paid on piece rate basis for the work completed
Duration	Short-term engagement as and when required in projects

### General Conditions/ Instructions

1. Candidates should read the instructions thoroughly and ensure that they possess the required eligibility conditions, qualification and experience prescribed in the notification before applying for any post.
2. The qualification and experience possessed by the applicant **as on the closing date** of the notification only will be considered. Applicants shall clearly specify the details and provide supporting documents. Any relaxation will not be considered in this regard.
3. Empanelled candidates shall have no claim for regular appointment in any of the C-DIT establishments .
4. Application shall be submitted only through online mode. Incomplete applications will be rejected. Acceptance or rejection of application of the candidates will be at the sole discretion of C-DIT and will be binding on the applicant.
5. Initial verification and short listing of applicants will be based on the details provided in the application and the copies of the documents uploaded. Original certificates shall be

submitted for verification as and when called for. If any discrepancy is found in the application and documents, the candidate will be disqualified from further processing.

6. Inclusion of the candidate in the empanelled list shall not be considered as a claim for engagement in the project.
7. No TA/DA will be provided to the candidates at any stage of the empanelment process.
8. Canvassing in any form will lead to disqualification.

#### **How to Apply**

- Online application shall be submitted by visiting the portal [www.careers.cdit.org](http://www.careers.cdit.org).
- Candidates are expected to upload the scanned copy of the supporting documents, failing which the application may be treated as incomplete or could be rejected.
- All the applicants shall mandatory upload scanned copy of the SSLC Marksheet.
- Applicants should complete the online registration first and upload necessary documents. Then the application shall be finally submitted after verifying the details. Changes if any, can be made only before final submission.
- Applications forwarded through any other means including post, fax or e-mail will not be entertained.
- Applicants are advised to visit the website and note down any change in the schedules/requirements published.
- District wise list of empanelled scanning assistants will be published in the C-DIT website After evaluation of certificate/Test/Interview.
- Applicant should furnish documentary proof, in case equivalent courses.

**The closing date of submission of online application is 17<sup>th</sup> January, 2022 , 5:00 PM**

  
Registrar

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