CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

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

Notification No.C-DIT/HR1-11/2023 dated 08.08.2023

(As amended on 09.08.2023)

Project staff Required

C-DIT is an autonomous institution set up by the Government of Kerala, functioning under the Dept. of Electronics & IT. As an approved Total Solution Provider (TSP) and Accredited Agency for Government IT initiatives, C-DIT undertakes various projects in IT/ITES, e-Governance, Web Development, Digitisation and Digital Transformation for Government departments and organisations.

C-DIT invites online applications from eligible candidates for the following temporary positions for the work in its projects.

Sl. No.	Particulars
C-DIT/HR1-11/1	**Database cum Server Administrator**
No. of Positions	1
Age Limit	30-50 years
Educational Qualification & Experience	B.Tech/B.E in CS/ IT/Electronics/Electrical Engineering/ECE. Minimum 10 years of professional experience in the IT systems/hardware, including minimum 3 years of proven work experience as Server and Database Administrator.
Skills / Expertise	Proven work experience as a Database Administrator and Server Administrator. Experience and good knowledge of Database management systems (SQL, MySQL,PostgreSQL) Good Experience with Linux server operating systems (Red Hat Enterprise Linux, Ubuntu, and CentOS) in production environment. Experience in cloud support. Proficiency in database and server security practices. Strong understanding of networking and server infrastructure. Experience with networking protocols such as TCP/IP and DNS. Basic network administration and configuration

	Ability to troubleshoot and resolve database and server related issues.
	Experience with backup and recovery procedures.
	Excellent communication and teamwork skills.
	Experience on performance tuning and Server Hardening as per standard.
Desirable	Knowledge of scripting languages (Shell, Python.
	Certification in Linux/Cloud administration.
	Experience of working in government projects, G2C service applications.
Job role & Responsibilities	Administer and maintain databases and servers to ensure their optimal performance, reliability, and security;
	Build/Setup/Assess the running infrastructure and provide recommendation based on industry;
	Monitor and troubleshoot database and server-related issues proactively.
	Perform regular backups and disaster recovery procedures for databases and servers.
	Install, configure, and upgrade database and server software and hardware.
	Manage user access and permissions for databases and servers.
	Implement and maintain security measures to protect sensitive data.
	Collaborate with the development team to optimize database queries and server performance.
	Perform routine maintenance tasks, such as applying patches and updates.
	Conduct periodic performance tuning and optimization of databases and servers.
	Ensure compliance with data protection and privacy regulations.
	Create and maintain documentation related to databases and server configurations and procedures.
	Ensure high levels of performance, availability, sustainability and security of databases
	Analyze, solve, and correct issues in real time.
	Work together with the development team and assist developers with query tuning and schema refinement.
	Perform scheduled maintenance and support release deployment activities after hours.
Remuneration	Rs. 80,000 – 90,000 per month
Period & Mode of Engagement	1 year on contract basis, extendable based on the requirement and performance assessment

C-DIT/HR1-11 /2	Technical Assistant(Hardware/Server)
No. of Positions	1
Age Limit	30 -40 years
Educational Qualification& Experience	3 years Diploma in Engineering CS/IT/ECE Minimum 10 years of technical job experience, including computer hardware support in reputed organizations.
Skills / Expertise	Install, configure, and troubleshoot servers and related equipment Monitor the performance of servers and take corrective action when necessary Backup of data and restore servers from backups Perform preventive maintenance on servers Troubleshoot and resolve technical issues Maintaining documentation Providing support to users Work with other teams of IT professionals.
Job role & Responsibilities	Technical support in IT/ITES implementation projects
Remuneration	Rs 30,995/- per month, based on experience
Period & Mode of Engagement	1 year on contract basis, extendable based on the requirement and performance assessment

General Conditions/ Instructions:

1. Candidates should read the instructions thoroughly and ensure that they possess the required eligibility conditions, qualification and experience in the relevant domains prescribed in the notification before applying for any post.

2. Age, 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. Relaxation in upper age limit as applicable will be considered as per norms prescribed by the Govt. of Kerala, in the case of deserving categories, provided such candidates claim age relaxation in the application and upload/produce supporting documents to prove their eligibility. Relaxation in age or number of years of experience may be considered in the case of exceptionally deserving candidates with proven expertise in the relevant domains specified in the notification, at the discretion of C-DIT.

3. Remuneration will be fixed suitably in the range specified, depending on the qualification, experience and performance of the candidate in the skill test/interview. The period of engagement will be initially for a period of one year in the project, which may be extended further for one more year, based on performance assessment, if there is further requirement in the project, subject to discretion of C-DIT.

4. The appointees shall have no claim for regular appointment in any of the C-DIT establishments or Government departments/agencies for which the projects are implemented, after the expiry of the project period.

5. 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.

6. **Documents to prove age, qualification and experience shall be uploaded along with the online application for scrutiny. 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 at the time of joining. If any discrepancy is found in the application and documents, the offer letter shall be cancelled and the candidate will be disqualified. It will be the sole responsibility of the candidate to produce original documents for verification of their claims, when called for.

7. C-DIT reserves the right to increase or decrease the number of posts or to cancel the recruitment to any one or more posts at its sole discretion.

8. Inclusion of the candidate in the of the shortlist / provisional list will not be a claim for appointment.

9. No TA/DA will be provided to the candidates at any stage of the recruitment process.

10. Canvassing in any form will lead to disqualification. C-DIT has not engaged any recruiting agencies.

How to Apply

➢ Online application shall be submitted by visiting the portal **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.

➢ 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 web site and note down any change in the schedules/requirements published.

➢ List of shortlisted candidates will be published in the portals **www.cdit.org** and **www.careers.cdit.org**. The intimation to the candidate will be sent by e-mail only.

- ➢ Shortlisted candidates only will be eligible for the written test/skill test/interview.
- ➢ Skill test and interview will be conducted in online mode or physical mode, as required.
- ➢ Candidates will be shortlisted for interview based on the preliminary evaluation of the written/skill test.
- ➢ Guidelines and instruction for skill test and interview will be available in the portal www.careers.cdit.org.
- ➢ Provisional List of shortlisted candidates will be published in the portal www.careers.cdit.org.
- ➢ Final rank list will be published based on detailed evaluation and interview.
- ➢ Candidates shall be willing to join immediately on short notice if selected.
- ➢ All communications with the candidates will be through email only.
- ➢ Original certificates need to be produced during verification, before joining. If any discrepancy is found, offer letter shall be canceled and candidate will be disqualified.
- ➢ Applicant should furnish documentary proof, in case of equivalent courses.
- ➢ There is no application fee or payment involved in any stage of the recruitment.

The closing date of submission of online application is 22.08.2023, 5.00 PM.

**Sd/-
DIRECTOR
Registrar**