

iHub Drishti Foundation (iHub Drishti) is a Section-8, Not-for-profit Company, promoted by and at the Indian Institute of Technology Jodhpur under a National Mission on Interdisciplinary Cyber Physical Systems (NM-ICPS) of the Government of India. iHub Drishti is a Technology Innovation Hub focussed around “Computer Vision, Augmented Reality and Virtual Reality”.

iHub Drishti Foundation invite applications from Indian Nationals possessing an excellent academic background and relevant experience in for the post of:

Senior Web Administrator *having Masters’ degree in Engineering or Computer Applications from a recognized University/Institute and possessing post qualification relevant experience of at least 5 years.*

Job Title: Senior Web Administrator

Job Profile:

- Create and maintain websites, web applications, portal management with running regular checks on network and data security. Monitors site security; reports suspected or actual security breaches and denial of service attacks
- Reviews web content, links, and design; provides necessary updates and enhancements in a timely manner
- Implements appropriate security measures such as firewalls or message encryption
- Manages internet and/or intranet infrastructure including but not limited to web, file transfer protocol (FTP), mail servers, and news.
- Identifies useful site performance metrics; collects, tracks, records, compiles, analyzes, and reports site usage data.
- Conducts user testing and use analysis to assess usability and effectiveness of site; recommends improvements based on analysis.
- Discusses, analyzes, reviews, and resolves usability issues in conjunction with development teams. Communicates with site visitors and users regarding site updates, anticipated and unanticipated downtime, and resolution of bugs and outages.
- Drafts, documents, and implements backup, recovery, and business continuity plans.
- Maintains knowledge and expertise in web design and development; participates in professional conferences, workshops, and groups.
- Identifying and acting on opportunities to improve and update software and systems
- Developing and implementing IT policy and best practice guides for the organization
- Conducting regular system audits and Overseeing and determining timeframes for major IT projects including system updates, upgrades, migrations and outages
- Develop web site performance metrics. Test issues such as system integration, performance, and system security on a regular schedule or after any major program modifications.
- Evaluate or recommend server hardware or software.
- Test backup or recovery plans regularly and resolve any problems.
- Performs other related duties as assigned by competent authority.

Essential Qualification and Knowledge with Expertise:

- Masters' degree in Engineering or Computer Applications.
- Minimum post-qualification relevant experience of at least 5 years.
- Thorough understanding of Creation and maintenance websites, web applications, portal management with running regular checks on network and data security. Knowledge of monitoring site security; reports suspected or actual security breaches and denial of service attacks.
- Experience of software design and development experience in Spring Framework, J2EE technologies, JSP, JDBC, XML.
- Good database/SQL knowledge in RDBMS PostgreSQL/Oracle/Db2 or in any other RDBMS tool
- Strong analytical, verbal, written communication and problem-solving skills.
- Excellent organizational skills and attention to detail.
- Fluency with markup and programming languages including Knowledge of JavaScript HTML, XML and CSS.
- Expertise with PHP, MY SQL. Hands-on Joomla Themes, Plugins development, Drupal, Wordpress Themes and Modules customization
- Proficient with Microsoft Office Suite, Adobe Creative Suite, and other related software

Compensation

- As per industry standards (Based on experiences, and negotiable) with annual performance linked incentives in addition
- Tenure: Initially 1 year (reviewable and renewable based on performance)
- Age: Preferably less than 35
- Location: Jodhpur

Information regarding the application process:

Applications will be accepted via (https://forms.ihub-drishti.ai/ihubdrishtifoundation/form/RecruitmentSeniorWebAdministratorihub2025/formperma/ZZYhM8uorHbovtJk5trShOd1Gxwyh6voinfi6_49LOs). Interested candidates may apply by sending their CV covering educational and professional qualifications in the relevant field along with work experience, last salary drawn, contact details, and references with necessary documentary evidences by filling above mentioned form **on or before the last date of June 28th, 2025.**

Additional information:

- (1) Applicants are advised to ensure, before applying, that they possess at least the minimum essential qualification and experience laid down for the post.
- (2) Eligibility of a candidate and satisfaction of any other short-listing criteria shall be considered as on the last date of the submission of the online application.
- (3) The qualification prescribed should have been obtained from recognized Universities/ Institutions.

- (4) In case of exceptional candidates, the iHub Drishti foundation reserves the right to relax qualifications and/or experience.
- (5) *Shortlisted candidates shall be called for the further recruitment process.*
- (6) *Decision of the board will be final for both Shortlisting and Selection process.*
- (7) iHub Drishti foundation reserves the right to fill or not to fill any or all of the advertised posts.
- (8) iHub Drishti Foundation reserves the right to fill up the post, not to fill up the post or cancel the advertisement in whole or partly without assigning any reason.
- (9) No hard copy application is to be submitted. No email application is to be submitted.
- (10) No correspondence will be entertained from the candidates in connection with the process of selection/interview.
- (11) Canvassing in any form will be a disqualification. Application which is incomplete, not in prescribed format, will be summarily rejected.
- (12) Application with insufficient information or without relevant supporting documents will not be considered for further processing. Applications without self-attested supporting documents will be summarily rejected.
- (13) Persons employed in Government/ Quasi-Government organizations should submit their applications through proper channels.
- (14) The appointed person shall have no claim of appointment / absorption in any companies, departments or centers of IIT Jodhpur.
- (15) The appointment of the applicant will be governed by the terms & conditions of the iHub Drishti Foundation, IIT Jodhpur in effect on time-to-time basis
- (16) Specific queries, if any, may be directed to the email: hr@ihub-drishti.ai.
- (17) iHub Drishti foundation may verify the antecedents or documents submitted by a person at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents or background and has suppressed the said information, then his or her services shall be terminated.
- (18) Any dispute with regards to the selection/recruitment will be subject to Courts / Tribunals having jurisdiction at Jodhpur.

Officer In-charge
iHub Drishti Foundation
TIH on CV-ARVR, NM-ICPS
Indian Institute of Technology Jodhpur