

# ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-1 10 001

No. 485/Comp./8/2013

Dated:- 25<sup>th</sup> April, 2016

## EMPLOYMENT NOTICE

To strengthen its IT Division, the Election Commission of India requires services for the following posts on contract basis, for a period of one year:-

Name of post	Essential qualifications	Job responsibility	Compensation per month
Team Lead Vacancies: (Eight)	B.E. (E&C, CS, CST, CE) / MCA with knowledge of Software Development preferably in .net and SQL, Java and J2EE with minimum 7 years experience. Or M.E/ M. Tech (CS, CST, CE) with 5 years of experience.	<ul style="list-style-type: none"><li>◦ Satisfies regulatory research and technical requirements of the project</li><li>◦ Ensures accurate and timely effort reporting for project personnel</li><li>◦ Discloses conflicts of interest and technical feasibility</li><li>◦ Ensures scientific integrity of project/modules</li><li>◦ Discloses project inventions and complies with requirements presented by the end users</li><li>◦ Write main programs</li><li>◦ Support programmers where ever necessary technically</li><li>◦ Maintain time chart for timely completion of the tasks.</li><li>◦ Any other work assigned by IT Division.</li></ul>	Rs.75,000 fixed. No other allowances shall be payable.
Computer Programmer Vacancies: (Fifteen)	B.E. (E&C, CS, CST, CE) / MCA with knowledge of Software Development preferably in .net and SQL, Java and J2EE with minimum 2 years experience.	<ul style="list-style-type: none"><li>◦ Write code for .NET framework on Oracle/SQL server for various software designed for ECI.</li><li>◦ Any other work assigned by IT Division</li><li>◦ Write code for various reports generation.</li></ul>	Rs.45,000 fixed. No other allowances shall be payable.
System Engineer Vacancies: (Two)	Minimum Graduate with technical background of server installation, Active directory, Network Communication, Security practices etc. with 3 years experience OR B.E. in relevant field above practical knowledge with 2 years of experience.	<ul style="list-style-type: none"><li>◦ Maintain all Computers, offline UPS, Online UPS, Laptop and tablets in use by officials and staff in ECI</li><li>◦ Maintain Operating Platforms on all these devices</li><li>◦ Maintain local firewalls on the operating platforms</li><li>◦ Recover contents from hard disk/pen drives in case if these become faulty in official equipments</li><li>◦ Prepare DVD/CD/Pen drive as a master copy and subsequently create specified number of copies required for distribution in</li></ul>	Rs. 45,000 fixed. No other allowances shall be payable.

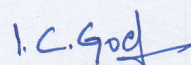


		<p>conferences/meetings as per the directions</p> <ul style="list-style-type: none"> <li>◦ maintain log records of all IT equipments in ECI</li> <li>◦ Prepare list of irreparable IT equipments either for disposal or writing off</li> <li>◦ maintain record of history of IT equipments with due version control in terms of licenses bought/purchased/received as gifts/free download/developed software by IT division</li> <li>◦ Provide hand hold support to officials and staff for their officially provided hand held devices such as Mobile phones.</li> <li>◦ Any other work assigned by IT Division</li> </ul>	
Network Engineer Vacancies: (Three)	B.Sc./M.Sc.(C.S) with technical background with Certifications such as CCNA, CCVP, CWNA, CCIE, CCNP etc. with minimum 2 years experience.	<ul style="list-style-type: none"> <li>◦ Manage routine network activities in ECI</li> <li>◦ Ensure continuous availability to the access of internet</li> <li>◦ Manage Router and switches</li> <li>◦ Manage cabling</li> <li>◦ Manage Wi-Fi routers</li> <li>◦ Upgrade Wi-Fi routers as per the need and approvals from respective authority</li> <li>◦ Manage Video Conference including booking and conduct in line with NIC Net</li> <li>◦ Provide single window to all officers for interaction with NIC for network usage</li> <li>◦ Manage installation, support and upgrade of approved antivirus as per the guidelines.</li> <li>◦ Any other work assigned by IT Division.</li> </ul>	Rs. 45000 fixed. No other allowances shall be payable.

**Mode of Selection:-** All interested candidates may apply in the application form as annexure along with attested copies of requisite qualification and experience certificates by 5:00 PM on 23<sup>rd</sup> May ,2016 candidates fulfilling above said qualifications will be called for interview/personal talk. Final selection will be based on qualifying in the interview/personal talk.

No TA/DA or any other allowance shall be provided for Interview/Personal Talk.

Incomplete application, in any form, will not be considered.

  
**(I.C. GOEL)**  
**UNDER SECRETARY**  
**011-23052031**



**Annexure:-**

Application for the post of.....on Contract basis in the Election Commission of India.

1. Name & Address of applicant (In Block Letters) :-
2. Date of Birth (In Christian era) :-
3. Present post held, if any (mention whether Ad-hoc Regular):-
4. Nature of employment (permanent or Temporary):-
5. Total emoluments per month, if employed:-
6. Education Qualification:-
7. Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:-

Office/Institute/organization	Post Held	From	To	Total Emoluments per month	Nature of Duties

8. Certificate of experience in support of suitability for the post:
9. Remarks.

Signature of the Candidate.....

Date:

Address:-

Email:-

Mobile No:-