

TERMS & CONDITIONS FOR THE POST OF CONSULTANT
(E-GOVERNANCE & INFORMATION TECHNOLOGY)

i) **Educational Qualification:**

- MCA/ M.Sc. (Computer Science or Information Technology)/ B. Tech (Computer Science/IT) from recognized University

ii) **Experience (Desirable):**

- 02 years experience with PHP, Mysql, Open ERP with knowledge of Software (database management & website management), Hardware handling and Cyber Security and in digital networks and its security and maintenance

iii) **Professional Skills**

- Knowledge of latest in IT innovation, process re-engineering
- Monitor and overview of strategic control processes
- Prepare and implement Data audit strategy
- Interaction with OEM's in regards to project requirements

iv) **Age Limit:**

- Should not be more than 40 years on the last date for receipt of application.

v) **Remuneration:**

- Negotiable
- Consultant shall not be entitled to any allowance etc.

vi) **Scope of Work/ Job Responsibilities:**

The Consultant's duties will include, but not be limited to the following:

- The Selected consultant will be required to work as IT expert dealing with software, hardware as well as Cyber Security matters.
- To oversee the admission to Alumni Portal (A2A) portal of ICCR
- To oversee maintenance and uploading data at DBT portal

- Monitoring of ICCR website
- Monitoring of Aadhar Enabled Biometric Attendance Machines
- Management of Mobile App.
- Management of cloud resources
- Any other work assigned by the Competent Authority from time to time
