Electronics and ICT Academy
(An initiative of Department of Electronics and Information Technology, Govt. of India)
PDPM Indian Institute of Information Technology, Design & Manufacturing Jabalpur
(An Institute of National Importance, MHRD, Govt. of India)
Dumna Airport Road, Jabalpur-482005(MP) INDIA

Walk-In-Interview for Technical Posts in Electronics & ICT Academy, PDPM IIITDM Jabalpur

No: IIITDMJ/E&ICT/2019/02

February, 01 2019

Electronics and ICT Academy at PDPM IIITDM Jabalpur invites applications from motivated and qualified individuals for two technical posts as listed below.

Details about the posts:

S.no	Post	No. of post	Essential Qualification, Experience requirement and age limit	Nature of appointment and duration*	Consolidated Salary
1.	System Executive	1	Essential: B.E. / B.Tech. in Computer Science and Engineering/ IT or similar branch Atleast 02 years' experience of management of software systems Age Limit: 30 Years	Purely on contract and initially for 1 year (may be extended by one year based on the performance)	**Negotiable** (Maximum Rs. 35,000/- per month)
2.	IT Executive	1(UR)	Essential: B.E. /B.Tech. in Computer Science and Engineering/ IT or similar branch Atleast 02 years' experience of Office automation tools Age Limit: 30 Years	Purely on contract and initially for 1 year (may be extended by one year based on the performance)	**Negotiable** (Maximum Rs. 35,000/- per month)

* The tenure of the posts is conterminous with the tenure of the E&ICT Academy. Appointments will be purely on contract basis and may be terminated as per the terms and conditions mentioned in the appointment offer.

Important Information for candidates:

1. Candidates should have a good academic record and should possess good communication and soft skills.
2. The posts are purely on consolidated amount basis and no other benefit (such as housing, transportation, etc.) will be provided to the selected candidates.
3. **Candidates will have to report for written test/interview with their detailed bio-data, 2 passport size photos, original and attested photocopies of all the certificates, mark sheets, degrees and testimonials**.
4. The applicant must carry application fees of Rs. 500/- in the form of DD in favor of E&ICT Academy, IIITDM Jabalpur.
5. Persons employed in Government/Semi-Government Organization are required to produce a no-objection certificate at the time of interview .
6. Canvassing in any form will be a disqualification.
7. Applicants are requested to refer the website of PDPM-IIITDMJ (www.iiitdmj.ac.in) or the Electronics and ICT Academy (ict.iiitdmj.ac.in) from time to time for information updates etc.
8. The Institute reserves the right to fill or not to fill any of the posts advertised.
9. For any information kindly mail at academyiiitdmj@gmail.com.
10. The posts are advertised by E&ICT Academy as a project of PDPM IIITDMJ and not by the Institute. The candidate will have no direct or indirect claim of a regular appointment on the post at PDPM IIITDM Jabalpur.
11. The age as on 01st January 2019 will be counted for the age limit.
12. **All interested candidates must register themselves through Online Registration form available on the Academy's website on or before 08.02.2019 (by 5pm)**.
13. **WALK-in-INTERVIEW to be held on 09th February 2019 from 10AM onwards PDPM IIITDM Jabalpur.**

Brief Description of the Job Profile for each of the post

System Executive: The person will be taking directions from Technical Support Engineer /Business Manager or higher authorities in managing databases and its maintenance, security and related issues. He/she will also be responsible for proper functioning of all the lab sessions in different courses.

IT Executive: The person will be taking directions from Business Manager, course coordinators or higher authorities for works related to communication and publicity for courses, correspondence with partner institutions, IT assistance to course coordinators, CI, Co-CI. He will also be assisting the coordinators in smooth conduction of courses/programmes.