

CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)
Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

Notification No. C-DIT/HR1- 18/2025 dated 17.07.2025

Project Staff - Call Centre Operator -Required

C-DIT is an autonomous scientific society functioning under the Dept. of Electronics & IT, Govt. of Kerala. Being a total solution provider to Govt. Departments, C-DIT undertakes various projects in Media Communication, IT/ITES, e- Governance and FMS, hologram security labels & documents, Digital transformation etc and also conducts various IT/ITES and media communication courses.

C-DIT invites applications from eligible candidates for the following positions on temporary contract basis with consolidated remuneration for the deployment in the Call Centre being set up by State/ District Level Election Department, Government of Kerala.

C-DIT/HR1- 18/ 2025	Call Centre Operator
No. of Positions	3 (Three)
Age Limit	Maximum age 45 years
Educational Qualification	Any Degree
Experience	Fluency in Malayalam, English & Hindi. A Certificate in Customer Relation Management (Desirable)
Remuneration	Rs. 21,128 per month (Consolidated)
Period & mode of Engagement	One year on contract basis
Location	Citizen Call Centre
Mode of Selection	Written Test/Interview or both

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. The 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. Any relaxation will not be considered in this regard.

3. Qualifications obtained from universities/ institutions recognised by the Govt of India/ Govt of Kerala/ Kerala PSC/ empowered academic bodies only will be considered. **Candidates possessing equivalent / higher qualification are eligible to apply.** Such applicant should furnish documentary proof, in case of claims of equivalency.
4. Age limit should not exceed **45 years** as on date of application.
5. **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 and produce supporting documents to prove their eligibility.
6. The period of engagement will be initially for a period of one year, which may be extended further based on the performance assessment, if there are further requirements.
7. The appointees shall have no claim for regular appointment in any of the C-DIT establishments after the expiry of the period of this contract engagement.
8. **Application shall be submitted only through online mode.** Application submission shall be completed only after making online payment for the requisite fee. 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.
9. 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.
10. Selected candidates have to produce Police Clearance Certificate (PCC) at the time of joining.
11. 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.
12. Inclusion of the candidate in the shortlist / provisional list is not a claim for engagement in the project.
13. No TA/DA will be provided to the candidates at any stage of the recruitment process.
14. Canvassing in any form will lead to disqualification.

Due to legal/security considerations, those individuals previously engaged by any other State Level Agency on behalf of the Election Department whose contract was terminated/ cancelled by the ECI / CEO or is under investigation are not eligible to apply for any of the above Posts.

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 valid as on the closing date, failing which the application may be treated as incomplete or could be rejected.
- Applicants should complete the online registration first and upload necessary documents. Thereafter, the application shall be finally submitted after verifying the details. Changes if any can be made only before the final submission.
- **Application fees is Rs. 200/- (incl .GST) for each post. SC/ST candidates are exempted from remitting fees, provided that they upload the caste/community certificate issued by the competent authority. Applicants shall remit the fees using the online link provided in the application portal to the C-DIT bank account. Final submission of applications will be enabled only after remittance of fees.**
- Applicants are advised to visit the website 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.** Candidate may ensure that the email ID provided is valid and have regular access to it. Also check for mails in the SPAM folder.
- Shortlisted candidates only will be eligible for the written test/skill test/interview.
- Candidates may choose the centre for written/skill test wherever permitted. However, allocation of the test centre will be made at the sole discretion of C-DIT subject to meeting the minimum required candidates at each centre.
- Candidates will be shortlisted for group discussion / interview based on the preliminary evaluation of the written/skill test /skill test as decided by C-DIT.
- 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.
- **All communications with the candidates will be through email only to the mail id.**

The closing date of submission of online application is 28th July 2025, 5.00 PM

For any queries contact : **Project Manager – 9895788311**

**Sd/- Registrar
C-DIT**