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

Notification No.C-DIT/HR1 -19/2024 dated 27.11.2024
Technical Staff Required for Project

C-DIT is an autonomous institution set up by the Govt. of Kerala functioning under the Dept. of Electronics & IT. Being a Total Solution Provider (TSP) and Acredited Agency to Govt. Departments, C-DIT undertakes various projects in Media Communication, IT/ITES, e-Governance and FMS, hologram security labels & documents, digitalisation transformation etc. C-DIT also conducts various IT/ITES and media communication courses recognised by the Govt.

C-DIT is inviting applications from technical personnel as shown below for on -site deployment in the various Government projects undertaken by C-DIT and posted in the offices of the client Department across the State of Kerala. The vacancies are temporary and engagement will be on contract basis for one year or till the end of the project .

Sl. No	Name of Post	Qualifications Required	Experience required	Consolidated Remuneration
1	**Network Administrator**	a) B.Tech/B.E(CS/IT) or MCA b) CCNA, RHCE, MCSE Certification is desirable	Minimum 3 years experience in Network Administration in institutions with at least 20 branch offices each networked with 20 or more computer nodes in a LAN.	Rs.23,000/- p.m
2.	**System Administrator** a)	a) B.Tech/B.E (CS/IT) or MCA b) MCSE Certification is desirable	Min 3 years experience in System Administration in offices with at least 20 computer nodes in a LAN. Should possess knowledge of maintaining Servers, Desktops, Printers etc.	Rs.20,000/-p.m
3	**Assistant System Administrator (ASA)**	a) Engg Diploma (3 years) in Computer Hardware or Electronics or BCA/BSC(CS) b) MCSE Certification is desirable	Min 1 year experience in System Administration in offices with at least 20 computer nodes in a LAN. Should possess knowledge of maintaining Servers, Desktops, Printers etc.	Rs.15,500/-p.m

GENERAL CONDITIONS/ INSTRUCTIONS

1) **Application shall be submitted through online mode only.** Applications received through any other means including post, fax or e-mail will not be entertained.

2) Incomplete applications will be summarily 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.

3) **Candidates should read the instructions carefully** and ensure that they possess the required eligibility, qualification and experience in the relevant domains prescribed in the notification before applying for any post.

4) The number of posts shown herein are indicative only and may vary depending on the requirements of the client/ projects. 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.

5) **Age, qualification and experience possesssed 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. Experience certificates furnished shall be issued by reputed establishments.

6) 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 equivalency.

7) **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.

8) Initial verification and short listing of applicants will be based on the details provided in the application and the copies of the documents uploaded.

9) Shortlisted candidates will be called in for attending written test/ skill test/ interview at the centres allotted by C-DIT. **No TA/DA will be provided** to the candidates at any stage of the recruitment process.

10) Mere inclusion of the candidate in the shortlist / provisional list is not a claim for enagagement in the project.

11) Original certificates shall be submitted for verification when intimated. If any discrepancy is found in the application and documents, at any stage, the offer letter shall be cancelled and the candidate will be disqualified.

12) Selected candidates may have to produce Police Clearance Certificate (PCC) at the time of joining, if so required in the offer letter.

13) 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.

14) Posting can be anywhere in the client offices /project sites situated in the State of Kerala.

15) The terms and conditions and service benefits shall be as per the terms and conditions prescribed by the client department and the selected candidate shall enter into an agreement with C-DIT in the prescribed format.

16) Canvassing in any form will lead to disqualification.

Procedure 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.
- Applicants are advised to visit the site 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.
- 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 interview based on the preliminary evaluation of the written/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.

The closing date of submission of online application is   12 December 2024, 5.00 PM

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

(Sd/-) Registrar