www.cdit.org

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

Notification No.C-DIT/HR1-11/2022 dated 28.09.2022

Project Staff Required

C-DIT is an autonomous institution set up by the Government of Kerala and functioning under the Dept. of Electronics & IT . 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, the State Level Agency, invites applications from eligible candidates for the post of '**Technical Assistant'** on contract basis with consolidated monthly remuneration for the project of implementation and IT support in the offices of the Election Department, Government of Kerala, across the state.

Sl No.	Name of Post	Qualification and Experience	No. of Positions	Roles and Responsibilities	Place of Deployment
1	Technical Assistant	1) 3 year Engineering Diploma in CS/IT/Electronics. 2) 2 years experience. 3) Hands-on experience in Windows and Ubuntu Linux.	Anticipated vacancies	Technical support to Election Department	Office of the District Election Officers AND Office of the Electoral Registration Officers

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 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. Any relaxation will not be considered in this regard.

3.**Those previously engaged by any other State Level Agency for the Election Department are not eligible to apply for any of the above Posts.**

4. 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.

5. 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.

6. Application shall be submitted only through online mode. 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.

7. 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.

8. Shortlisted candidates will be called for attending written test/ skill test/ interview at the centres allotted by C-DIT .

9. No TA/DA will be provided to the candidates at any stage of the recruitment process.

10. Selected candidates have to produce Police Clearance Certifictae (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 of the shortlist / provisional list is not a claim for enagagement in the project.

13. Canvassing in any form will lead to disqualification.

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. Then the application shall be finally submitted after verifying the details. Changes if any, can be made only before final submission.
● Applications forwarded through any other means including post, fax or e-mail will not be entertained.
● 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 test. 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.
- Guidelines and instruction for skill test and interview will be available in the portal **www.careers.cdit.org.**
- 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.
- Original certificates need to be produced during verification, before joining. If any discrepancy is found at any stage, offer letter shall be canceled and candidate will be disqualified.
- Applicant should furnish documentary proof, in case equivalent courses.

The closing date of submission of online application is 15ᵗʰ October 2022 5pm.

Sd/-
Registrar

****