National Informatics Centre Services Incorporated
(A Government of India enterprises under NIC)
Ministry of Electronics & information Technology

<u>NOTIFICATION FOR APPOINTMENT AS SOLUTION ARCHITECT ON CONTRACTUAL BASIS</u>

1. **National Informatics Centre Services Incorporated (NICSI)** a section 8 company under the Companies Act, 2013 providing and procuring IT solutions for multiple e-governance projects for various Ministries/Department for more than 28 years, having its head office in Delhi, invites applications for the position of **Solution Architect** on **Contractual basis**.

2. <u>**Schedule of events:**</u>

   Last Date for Applications: November 24, 2023 (till 18:00 hours)

3. <u>**Eligibility Criteria/Job profile:**</u>

I.	Position	Solution Architect
II.	**No. of Position & Location**	1 (One) at Delhi
III.	**Age as on 30.09.2023**	Below 45 years
IV.	**Education Qualifications and Work Experience**	Bachelor's Degree in Engineering or MCA or equivalent degree with minimum 10 years experience in IT domain.
V.	**Job Profile**	➢ Providing recommendations and roadmaps for proposed solutions ➢ Performing design, debug, and performance analysis on solutions ➢ Documenting and sharing best practice knowledge for new solutions ➢ Advocating for process improvements and helping develop solutions ➢ Regularly communicating new features and benefits to partners, customers, and other stakeholders ➢ Providing technical leadership to a team throughout the project lifecycle ➢ Developing proof-of-concept projects to validate your proposed solutions ➢ Reviewing and validating solutions designs from other team members ➢ To ensure how IT can utilize software, hardware, and infrastructure ➢ Building and integrating information systems to meet the needs

		➢ Assessing the systems architecture currently in place and working with technical staff to recommend solutions to improve it ➢ Resolving technical problems as they arise ➢ Designing, modifying, and testing technical architecture ➢ Provide supervision and guidance to development teams ➢ Continually research the current and emerging technologies and propose changes where needed ➢ Assess the business impact that certain technical choices ➢ Provide updates to stakeholders on product development processes, costs and budgets ➢ Advise on design & implementation of Applications, Cloud & infra and Network architecture. ➢ Advise on emerging technologies (AI/ML, block chain etc.) trends and implications for NICSI vendor ecosystem
VI.	**Other Requirements**	➢ Experience in how IT can support the team with software, hardware or infrastructure ➢ Proven work experience as a Solution Architect or similar role ➢ In-depth understanding of coding languages ➢ Sound knowledge of various operating systems and databases ➢ Efficient communication skills
VII.	**Term Of Contract**	The selected candidate will be appointed initially for a period of 2 years, which is extendable subject to the performance of the candidate. The Contract may be terminated at the discretion of the management during the valid period of contract, and/or in the event of unsatisfactory performance.
VIII.	**Pay Compensation**	The remuneration will be as per industrial standard or mutually agreed between the Company and the Candidate.
IX.	**Leave**	During the period of contractual engagement the candidate will be eligible to avail Leave @ 1 day for each completed month, maximum 12 days over a period of 12 months, without carry forward facilities of accumulated leave. Leave may be availed not exceeding 4 days at a stretch. Any other absence shall be treated as on Loss of Pay affecting the Fixed Component of the compensation package. The accumulated leave will not be en-cashable.
X.	**Selection Process**	Selection will be through interview & personal interaction on the basis of eligibility, experience, qualification & performance during interview/interaction. The Internal Committee will make a preliminary screening of the applications for making, if necessary, a short-list of eligible candidates to be called for the interview. Hence, merely fulfilling the minimum requirements laid down for the position would not automatically entitle any candidate for interview. Similarly, just appearance in the interview does not qualify a candidate for the job.

Mode of Application: Candidates are required to send a proper filled in application form placed in Annexure-I along with necessary documents to the Company on or before November 24, 2023 (till 18:00 hours) through email at nicsi-cs@nic.in. In case any point is not applicable, kindly mention "NA". Company will reject incomplete or improper applications or applications received after the deadline.

4. **Candidates will require to submit following documents:**

   - Brief Resume
   - Proof of Date of Birth
   - Educational Certificates: Relevant Mark-Sheets/ Degree/ Certificate
   - Experience certificates
   - ID Proof
   - Form-16
   - Recent Photograph
   - Signature

5. **Expenses:** The Solution Architect shall be reimbursed all expenses reasonably incurred in the execution of and in relation to his/her duties subject to the submission of proper receipts/vouchers. Such expenses may include reasonable hotel, travel and incidental expenses. Such expenses will be reimbursed as per 7th pay commission and equivalent of position in NICSI.

6. **Probation:** The Solution Architect will be on probation for the first six months from the date of appointment and after which his/ her performance would be reviewed. The Company and Solution Architect may terminate the Agreement by giving one (1) month advance notice during the probation period.

7. **Termination:** Termination by mutual consent: The Board and Solution Architect may, by mutual agreement expressed in writing, terminate Employment Agreement at any time.

   The Solution Architect shall notify the Company in writing three (3) months in advance in case he/she wants to terminate his/her employment agreement. Similarly if the Company intends to terminate his/her employment Agreement, the Company shall give the Employee not less than three (3) months notice in writing.

   The Solution Architect shall have no right to compensation for the termination of his/her employment or the loss of any office and shall only be entitled to payment of such fees and expenses as have accrued at the date of termination.

8. **Miscellaneous:** Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Delhi only.

NATIONAL INFORMATICS CENTRE SERVICES INCORPORATED (NICSI)

Application Form

1. Applied For: _____

2. NAME IN FULL (IN ENGLISH WITH CAPITAL LETTERS) :

(Receipt No.)

(ONLY FOR OFFICE USE)

_____

3. CATEGORY: _____

A. Write GEN for General; SC for Scheduled Caste; ST for Scheduled Tribe; OBC for Other Backward Class. (OBC candidates coming under 'Creamy Layer' should Indicate their category as GEN). This column should not be kept blank.
B. PWD Category: Write (Orthopedically Handicapped/ Hearing Impaired or Visually Handicapped in addition to the main Category in A above) (Others leave it Blank).

Paste a Latest
Passport size
Photograph

4. SEX:_____(F / M)

5. NATIONALITY_____

6. DATE OF BIRTH:_____(DD/MM/YYYY)

7. AGE (AS ON 30.09.2023):_____(Years)_____(Months_____(Days)

8. ACADEMIC QUALIFICATIONS

Name of the Exam.	Main Subject	Date of Result	University/Institute	Overall % of marks	Class / Division

9. EXPERIENCE WITH REFERENCE TO THE ADVERTISEMENT
(Use separate sheet, if required)

Sr. No.	Name and address of the employer	Designation	Job profile	Period		Duration	
				From	To	Yrs	Mths

10. CONTACT DETAILS:

a. Postal address: _____

_____

_____

_____(Pin Code)_____

b. E-mail:_____

c. Mobile (Cell Phone) No.:_____

11. Relevant Certification, if any _____

12. List of Enclosed Documents:

a)

b)

c)

d)

e)

f)

g)

h)

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria according to the Board, my candidature /appointment is liable to be cancelled/ terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

PLACE:

DATE:

_____
(Signature of the Applicant)

Name: _____

Note: The candidate can use the separate sheet for additional information, if required.