



**Advertisement No. IITJMU/Contract/CICTI/01/2018**

IIT Jammu invites online applications from enthusiastic candidates to fill following posts for Institutional IT technical services on contractual basis.

Sl. No.	Name of the post	Department	Vacancies	Age Limit	Pay
1	Project Associate: Web Services	Central ICT Infrastructure	01	30 Years	40,000.00 – to 45,000 per month (Consolidated)
2	Project Associate E-Procurement	Central ICT Infrastructure	01	30 Years	35,000.00 – to 40,000 per month (Consolidated)

The applications received through IIT Jammu **online portal** shall only be considered.

**1. Project Associate: Web Services**

**Role and responsibilities:**

- Manage, update and maintain web services at IIT Jammu
- Supporting and documenting ERP (Integrated E-Governance Solution) implementation at IIT Jammu
- Organizing students' workshops for exposure to the latest technologies

**Qualifications:**

- BE / B Tech in Computer Science/ ECE / EE or MCA
- At least 60% marks or equivalent in all university level degrees with a consistently good academic background. At least 60% marks or equivalent from 10<sup>th</sup> onwards.
- Candidate must have at least **2 years** of relevant experience in web development technologies at Government agencies / PSUs / IITs / NITs, relevant Industry, etc.

**Technical Requirements:**

The candidate should be well-versed hands on **with a good subset of** the following technologies.

- Web fundamentals like HMTL, CSS, JavaScript.
- JavaScript frameworks like AngularJS, Node.js, JavaScript build tools, Webpack, etc.
- Libraries/frameworks like jQuery, React, Bootstrap, AJAX, etc.

- Web server technologies like Apache, Nginx, IIS, etc.
- Database technologies like MySQL, PostgreSQL, MongoDB, etc.
- Server-side languages like PHP, Python Django, Rails, etc.
- CMS like Drupal, WordPress, etc.
- Source code version control (git)
- API design and development, CRUD (Create, Read, Update, Delete) for user interface
- Knowledge of RESTful web services is a plus
- Knowledge of scripting Python, Perl or BASH is a plus.
- Knowledge of SSO, LDAP and User authentication
- Troubleshooting of web browser related issues.
- Excellent aptitude to analyze and solve problems.

## **2. Project Associate E-Procurement**

### **Role and responsibilities:**

- Manage, update and maintain e-procurement through GeM or CPPP at IIT Jammu
- Supporting and Managing Online Tendering process at IIT Jammu

### **Qualifications:**

- BE / B Tech in Computer Science/IT / ECE / EE and MCA
- At least 60% marks or equivalent in all university level degrees with a consistently good academic background. At least 60% marks or equivalent from 10<sup>th</sup> onwards.
- Candidate must have at least **2 years** of relevant experience at Government agencies / PSUs / IITs / NITs, relevant Industry, etc.

### **Technical Requirements:**

The candidate should be well-versed hands on **with a good subset of** the following.

- E-procurement through GeM <https://gem.gov.in>
- E-procurement through CPPP <https://eprocure.gov.in>
- Troubleshooting of GeM/CPPP portal related issues.
- Experience of e-procurement, tendering process, etc.
- Considerable knowledge of principles and practices of large scale governmental procurement and public purchasing
- Maintain the integrity of the procurement process and a high sense of personal and professional ethics.
- Procure and supervise the timely procurement of all goods, supplies and services needed, in accordance with all applicable central and state government laws, policies and procedures.
- Ensure compliance with all applicable laws and procurement policies and procedures by reviewing and monitoring procurements conducted by any department, or official.

- Research local and nearby market sources and vendors to locate and ensure most cost effective and competitive pricing for the purchase of supplies and services.
- Develop and conduct internal and external procurement training
- Create, maintain and disseminate guides, manuals and other documents regarding procurement policies and procedures.
- Assist with establishing standard contract clauses for use in contracts, tenders, and purchase orders.
- Excellent aptitude to analyze and solve problems.

### **GENERAL INSTRUCTIONS:**

- 1) Candidates should read carefully the requisite minimum essential qualifications, age and eligibility, experience criteria etc. laid down in the advertisement before applying for the relevant post.
- 2) Good updated knowledge of Computer applications (on emails, word processing, spreadsheet, presentations software etc. and OS like MS-Windows) is a must.
- 3) Candidates should have good communication skills (oral and written).
- 4) The post is initially on contract basis for a period of **one year**, which may be extended annually up to **three years** based on the performance appraisal.
- 5) Shortlisted candidates shall be called for Trade Test/Interaction evaluation. Mere having qualifications may not ensure shortlisting and Institute may apply higher than minimum cut off criteria to ensure reasonable number of candidates.
- 6) Application Submission:
  - a. Candidates are required to apply ONLINE only from **June 11, 2018 to June 25, 2018 up to 5:00 pm**.
  - b. For submission of application through ONLINE MODE, please visit: <https://apply.iitjammu.ac.in> and select tab **Contract Staff/Graduate Intern** to apply.
- 7) Incomplete application will be summarily rejected. Candidates must provide details of X or equivalent, XII or equivalent, graduation and post-graduation or diploma (if any).
- 8) For any queries and information please write to [admin.recruitment@iitjammu.ac.in](mailto:admin.recruitment@iitjammu.ac.in) or [registrar@iitjammu.ac.in](mailto:registrar@iitjammu.ac.in)
- 9) For further information, visit institute website: <http://iitjammu.ac.in>