



Institute of Informatics and Communication  
University of Delhi South Campus  
Benito Juarez Road, New Delhi-110021

## Advertisement

(MHRD-IIC/2018-19/03)

26<sup>th</sup> March 2019

Applications are invited for the following positions under MHRD sponsored Research Project at Institute of Informatics & Communication

**(Date of Start of Application: 26 March 2019, Last Date of Submission: 16 April 2019)**

S. No.	Position	Essential Qualification	Desirable	No. of Positions	Proposed monthly salary (INR)
1	Roll Out Support (CODE: 113)	B.Sc./B.S./B.Voc./B.Tech./M.Sc./MS/MCA or degree in Computer Science / Information Technology / Informatics / Engineering or a related subject with 50% or above	Experience of 1-3 years	20	25,000-32,450

Interested candidates may submit their applications online at <http://research.iic.ac.in/project> along with required supporting documents on or before the last date. **The last date for filling up the application form is 16<sup>th</sup> April 2019.**

The work descriptions (required skill set) for each of the above posts are mentioned in Annexure - I. The Terms and conditions are mentioned in Annexure – II.

**Principal Investigator**  
MHRD Project

## Annexure-I

Detailed Job Descriptions of the posts as advertised vide Advertisement Number **MHRD-IIC/2018-19/03**

### Roll Out Support

#### Job Description

Roll Out Support will be responsible for maintaining the software stack and provide support and training to the end user at their premises. The candidate will coordinate with the core central team on regular basis for effective and seamless implementation of the project

#### Responsibilities

- Will be deputed in different states in India after required training in Delhi.
- Liaise with, and provide training and support to, end users and staff on project operation and other issues.
- Coordination with the central team on regular basis.
- Report about issues and incidences at the project site to the central team on daily basis.
- Ensure effective and seamless implementation of the project on-site.
- Ensure different modules are implemented in accordance to the assigned timeline.

#### Required Qualification/Skills

- Proven work experience as a Technical Support Engineer, Desktop Support Engineer, IT Help Desk Technician or similar role
- Hands-on experience with Windows/Linux/Mac OS environments
- Good understanding of computer systems, mobile devices and other tech products
- Ability to diagnose and troubleshoot basic technical issues
- Familiarity with remote desktop applications and help desk software
- Excellent problem-solving and communication skills
- Ability to provide step-by-step technical help, both written and verbal
- Should have skills of network troubleshooting

## Annexure-II

### Terms and Condition

1. Applicants are required to apply online from **25-03-2019** to **16-04-2019** through the website <http://research.iic.ac.in/project>. No other mode of application will be accepted in any case. In case the candidate is applying for multiple positions, separate application form for each position has to be filled. However, candidates applying for multiple positions are required to mention the same e-mail id and contact number in all applications.
2. The interested applicants are advised to go through the eligibility criteria carefully and ascertain themselves regarding their eligibility. The same is available at <http://research.iic.ac.in/project>.
3. Those candidates, whose application is successfully submitted, will be called for Interview or/and Skill & Aptitude Test. Only those candidates, who are shortlisted after the Interview and clear the Document Verification, will be selected.
4. Date of Interview or/and Aptitude Test and Document verification will be informed after last date of submission of form. Document verification will be held on the date of Skill & Aptitude Tests and/or Interview. The same will be published at <http://research.iic.ac.in/project>. Candidates are advised to check the website regularly.
5. The shortlisted candidates will be deployed on contract basis, initially for the period of twelve months (which may be further extended based on requirements/performance of the candidate). The Project Appointment Committee (PAC) reserves the right to terminate appointment at any time during the project without assigning any reason thereof.
6. Final selection of candidates for hiring will be based on the performance of the candidates in the Interview and as found eligible as per prescribed criteria. PAC reserves right to conduct written test or skill test for screening the candidate at any time during the process of selection, if felt necessary.
7. No TA/DA will be provided to candidates for appearing for the Interview/ Skill & Aptitude Test/ Document Verification.
8. The place of deployment will be Delhi/nearby places. Candidates must be willing to travel to any place outside Delhi as part of their job. They can be temporarily posted outside Delhi, if required.
9. The qualification of the candidates must be from recognized University/Institution.
10. Selected candidates will not be paid any other financial benefits like Medical, HRA and Transport etc. except consolidated salary.
11. Candidates with last semester result awaited or incomplete degrees are eligible to apply.
12. Candidates must bring at least one original Photo ID proof and all original Mark sheets/ degrees/ testimonials/ post qualification experience certificates (including the Experience letter of the current place of working)/ one passport size photo and their SELF ATTESTED photocopies on the day of the Document Verification for verification purpose otherwise they will not be allowed to appear in the interview/ Aptitude Test. The cut-off date for calculating age, qualifications, experience etc. will be the last date of submission of the form i.e. **25.03.2019**. In case, last date is extended, the date of determining eligibility will not change.
13. The name of the candidate in the application form must be the same as mentioned in the certificate of class X. In case the candidate has changed his name subsequent to Class X, the evidence to that effect should be furnished at the time of interview.
14. Canvassing/trying to influence IIC/DU employees to secure the job in any manner shall disqualify the candidate.
15. PAC has the right to accept or reject the application without assigning any reason thereof
16. The applicants are advised to visit the website <http://research.iic.ac.in/project> regularly for schedule of Document verification/ Skill & Aptitude Test/Interview or any update. No separate communication shall be made in any other form.
17. Applying does not provide any right to candidate to claim for job.

### Important Information

<b>Date of Start of Application</b>	<b>26<sup>th</sup> March 2019</b>
<b>Date of Closing of Application</b>	<b>16<sup>th</sup> April 2019</b>

### Contact Information (in case of any query)

<b>Email</b>	<b>projects@iic.ac.in</b>
<b>Phone</b>	<b>011-24157350</b> <b>011-24110237</b>

