



Jharkhand Agency for Promotion of Information Technology

Under Department of Information Technology & e-Governance, Govt. of Jharkhand



Advertisement Reference No.: JAP-IT/JDC/Recruitment/01/2017

WALK-IN-INTERVIEW FOR SELECTION OF TECHNICAL PROFESSIONAL (PROJECT BASED REQUIREMENT)

JAP-IT proposes for engagement of suitable candidates to various professional positions on purely contract basis initially for a period of one year, which will be extended for further on yearly basis, if performance found satisfactory. Names of the professional positions to be filled, remuneration, number of vacancies and the eligibility conditions are indicated in **Annexure – ‘A’**. General instruction & Selection process can be seen on **Annexure ‘B’**.

Interested and eligible candidates may register their candidature at JAP-IT between 10:15 am to 11:45 a.m. Scrutiny/Document verification will be done as per criteria mentioned in **Annexure – ‘A’ and Annexure ‘B’**.

Candidates are advised to go through the eligibility conditions carefully and apply for the concern post. If they full-fill all essential qualifications & experience (post qualification) for the published professional position for which they intend to participate, they will be permitted to participate in the interview. In case of large no. of applicants (after completion of scrutiny process) shortlisted for interview than written test will be conducted before interview. Candidates may kindly note that their experience as freelancer will not be taken into account while calculating their experience in the respective fields.

All Testimonials/certificates will be verified at the time of document verifications. Process of verification will be completed after verification of photocopies of the related certificates attached with application form with Original documents of the candidates. No TA/DA will be paid for the written test/interview. Interview will be conducted at the Office of JAP-IT, Ground Floor, Engineer's Hostel No.: 1, Near Golchakkar, Dhurwa, Ranchi – 834 004.

Date of walk-in-interview is as follows –

SN	Name of Position	Document Verification Date	Interview Date
1.	System Administrator	23.11.2017	24.11.2017
2.	Asst. Network & Security Administrator	23.11.2017	24.11.2017
3.	Asst. System Admin cum mail admin	23.11.2017	24.11.2017
4.	Asst. Data Base Administrator	23.11.2017	24.11.2017

Sd/-
Officer on Special Duty,
JAP-IT, Ranchi

Annexure – ‘A’

SN	Name of Position	Candidate's maximum age (at the time of on-line registration)	No. of Position
1.	System Administrator	35 Years	01
2.	Asst. Network & Security Administrator	35 Years	01
3.	Asst. System Admin cum Mail Admin	35 Years	01
4.	Asst. Data Base Administrator	35 Years	01

SN	Name of Position	No. of Position	Monthly Fixed Remuneration (in Rs.)
1.	System Administrator	01	Rs. 40,000.00
2.	Asst. Network & Security Administrator	01	Rs. 30,000.00
3.	Asst. System Admin cum Mail Admin	01	Rs. 30,000.00
4.	Asst. Data Base Administrator	01	Rs. 30,000.00

Eligibility Criteria:

1. System Administrator	
Qualification	Minimum BE/B. Tech (Computer Science/IT/ECE/EEE)/MCA or equivalent
Global Certification	Must have Valid MCSA/MCSE/RHCA/RHCE/Cloud Certification
Post Qualification Experience	Minimum (04) Four years of total post qualification experience in IT sector including at least 02 years experience of working as System Administrator. Candidates having exposure or working experience in Data Centre may prefer.
Technical Skills	Candidates must have a working knowledge of Server (Windows & Linux platform), Virtualization/ Cloud Administration, SAN, Raid Configuration, Server Management, Basic Network knowledge, DNS, DHCP, FTP etc.
Job Description	Troubleshooting issue related with Servers/ Network, AV Client Server Management, Virtualization/ Cloud Implementation & maintenance, Server tuning, Log Analyzing and other domain related work at Data Centre environment.

2. Asst. Network & Security Administrator

Qualification	Minimum BE/B. Tech (Computer Science/IT/ECE/EEE)/MCA or equivalent
Global Certification	Must have Valid CCNA Certification
Post Qualification Experience	Minimum (02) Two years of total post qualification experience in IT sector including at least 18 months experience of working as Network Engineer. Candidates having exposure or working experience in Data Centre may prefer.
Technical Skills	Candidates must have a working knowledge of Networking Equipment and their security parameters (Router, Switch, Wifi AP). Candidates having exposure or working experience on security appliances may prefer.
Job Description	Network Maintenance, New Network Implementation, troubleshooting issue related with LAN, System Administration at Data Centre environment.

3. Asst. System Admin cum Mail Admin

Qualification	Minimum BE/B. Tech (Computer Science/IT/ECE/EEE)/MCA or equivalent
Global Certification	Must have Valid MCSA/RHCA
Post Qualification Experience	Minimum (02) Two years of total post qualification experience in IT sector including at least 18 months experience of working as Asst. System Admin/Mail Admin. Candidates having exposure or working experience in Data Centre may prefer.
Technical Skills	Candidates must have a working knowledge of Server (Windows & Linux platform), SAN, Raid Configuration, Server Management Protocols, Basic Network knowledge, DNS, DHCP etc. Knowledge of email integration with application.
Job Description	Server Maintenance, Raid Configuration, troubleshooting issue related with Servers/ Network, AV Client Server Management, Server tuning, Log Analyzing and other domain related work at Data Centre environment.

4. Asst. Data Base Administrator

Qualification	Minimum BE/B. Tech (Computer Science/IT/ECE/EEE)/MCA or equivalent
Global Certification	Must have Valid Microsoft SQL Server 2014 or Higher Certification
Post Qualification Experience	Minimum (02) Two years of total post qualification experience in SQL Server Data Base 2014 or Higher/ My SQL/ Oracle. Candidates having exposure or working experience in Data Centre may prefer.
Technical Skills	Data Base Administration, working experience of MS SQL Server 2014 or Higher is preferred.
Job Description	SQL Server DB Administration experience of managing multiple MS SQL 2012, 2014 RDBMS on large systems Practical experience in monitoring Knowledge of reporting and query tools and practices Work experience on Backup and Restore Work experience on User management, Table space management Knowledge on Log shipping, Mirroring, HA

Annexure - 'B'

General Instructions:

1. Candidates are required to register their candidature with submission of filled application form as per Annexure-'C' along with a set of xerox of all testimonials (self-certified).
2. All posts are co-terminus with project.
3. The place of posting will be at Ranchi. However, the incumbent is liable to be posted/sent anywhere in Jharkhand as and when required.
4. Casual Leaves are applicable as per rules and regulation of Jharkhand Govt. No other leaves are allowed.
5. The initial tenure of appointment will be of one year with a probation period of initial three months.
6. After successful completion of probation period the appointment will be confirmed for one year from the date of initial appointment. Next renewal will be on yearly basis subject to satisfactory performance.
7. During probation candidates will be removed/candidate may resign without giving any notice and reason. After successful completion of probation period candidate will be required to serve 03 months notice to resign. JAP-IT may also terminate the service of any employee giving 03 months notice. There will not be any buy out by candidate.
8. NoC will not be provided during the contract period if he/she wants re-employment in different project of JAP-IT. For such NoC will be provided only after resignation from the current position.
9. In case of conduct (misbehavior/integrity) immediate legal & termination action will be taken.
10. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information his / her candidature will stand rejected.
11. Annual increment (maximum of 05% of last drawn monthly remuneration/emoluments) will be subject to performance evaluation by relevant authorities and in case of extension of service for another year.
12. Only Monthly Remuneration will be paid and no other benefits like EPF, Group Mediclaim etc. will be applicable.

Selection Process:

1. Candidates has to register themselves as per the schedule. Candidates have to submit a Demand Draft of Rs. 100.00 in favor of CEO, JAP-IT payable at Ranchi.
2. For scrutiny, candidates must come with filled up application form as per format given along with resume and self-attested xerox copies of the qualifications/ experiences/ proof of date of birth/ caste, last three months salary slip etc. in original, along with testimonials, mark sheets of all examinations and a recent photograph. In absence of the filled up application form and original certificates, the application may be rejected and candidates may not be allowed to attend the interview.
3. After scrutiny, Interview of the eligible candidates will be done.
4. At the time of joining candidates have to produce NOC from current employer within 15 days of joining.

Sd/-
Officer on Special Duty,
JAP-IT, Ranchi

Annexure - 'C'

APPLICATION FORM

Paste recent
passport size
photograph

Advt. No. : _____

Post Applied for : _____

Name of the Candidate : _____

Fathers/Husbands Name : _____

Correspondence Address : _____

Distt.- _____

State- _____

PIN- _____

Contact No. :

e-mail ID :

Check-list

S. No.	Criteria	Details	Details of Doc. Attached as proof	As per reqd. elig. criteria (Y/N)	Remarks (to be filled by verifying authority of JAP-IT)
1.	Age				
1.a.	Date of birth				
1.b	Age as on interview date				

S. No.	Criteria	Details	Details of Doc. Attached as proof	As per reqd. elig. criteria (Y/N)	Remarks (to be filled by verifying authority of JAP-IT)
2.	Education Qualification				
2.a	Post Qualification Degree				
2.b	% of marks				
2.c	Passing Year				
2.d	College/Univ.				
3.	Experience				
3.a	Total post Qualification Experience Year				
3.b	Post Qualification Experience Detail				

S. No.	Criteria		Details				Details of Doc. Attached as proof	As per reqd. elig. criteria (Y/N)	Remarks (to be filled by verifying authority of JAP-IT)
	S.No.	Employer Name/ Place	Desg.	From	To	Duration (in months)			
	i.								
	ii.								
	iii.								
	iv.								
	v.								
	vi.								
	vii.								
	viii.								
	ix.								
	x.								
		Total duration (in months)							
3.b	Total Post Specific Experience Year								

S. No.	Criteria	Details					Details of Doc. Attached as proof	As per reqd. elig. criteria (Y/N)	Remarks (to be filled by verifying authority of JAP-IT)																																												
3.c	Post Specific Experience Details																																																				
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S. No.	Criteria	Details	Details of Doc. Attached as proof	As per reqd. elig. criteria (Y/N)	Remarks (to be filled by verifying authority of JAP-IT)
5.	Technical skill Details				
6.	Any other details				

Declaration:-

I hereby declare that all the information's mentioned in the application are true to the best of my knowledge. I agree that if it is found at any stage that myself does not fulfill the eligibility norms and / or that I have furnished any incorrect / false information my candidature will stand rejected.

Note:

1. Use separate sheet (if required) for any.
2. Sign at each page of application.
3. Attach self attested documents with application in the order as per application form with resume at last.

Date :

Signature of the Candidate :

Final Remarks (to be filled by verifying authority of JAP-IT along with signature)