

Advertisement/Vacancy

Applications are invited for the post of District Manager under District IT Society, Sonipat on contract basis for a period of one year and further expendable year wise for a maximum period of 4 (Four) years on fixed remuneration of Rs. 20,000/- plus perks per month. Interested candidates may apply to the District Information Technology Society, Room No. 321-322, 3rd Floor, Mini Secretariat, Sonipat by 08-12-2016 upto 5.00PM. Detailed Instructions/Eligible criteria/Selection Procedure and prescribed application form can be downloaded from the District website: sonipat.nic.in

(Deputy Commissioner, Sonipat-
Cum-District IT Society, Sonipat)

Instructions

Essential Qualification:

- Graduate in any Discipline
- Must have atleast CCC level proficiency in computer from NIELIT.
- Should be able to communicate in English and Hindi.
- Minimum of Two Years of relevant experience preferably in IT/ e-Governance/IT related project coordination and programme management in related fields.
- Should be aged between 24-35 years as on 01-12-2016.
- Should be the resident of the same district.

Desired Skills:

- Prior project management experience.
- Experience in the domain of IT projects, IT Infrastructure deployment/software development, Hardware, Security Management in IT Projects.
- Good people management and communication skills.
- Result oriented and self-motivated for working in rural areas and cross reporting structure.
- Experience in e-Governance related projects of organization/department/NGO/Non-profit organization.
- Willingness to travel across the district at the Gram Panchayats.

Selection Procedure:

- A written test would be conducted on 09-12-2016 @ 10.00AM at Room No. 321-322, 3rd Floor, mini Secretariat, Sonipat
- Candidates scoring 50% marks or above in written test shall be called for interview on the same day i.e. 09-12-2016.

Application Form for the Post of District Manager

Name of the Candidate : _____

Father's Name : _____

Date of Birth : _____

Category : _____

Permanent Address : _____

Correspondence Address : _____

Phone No. : _____

E-mail : _____

**Paste
Latest
Photograph
Here**

Attested Photocopies of certificates of qualifications (Matric, 10+2, Graduation/Post Graduation or any other qualification), Certificate of Computer Qualification, proof of Residential address should be attached

**Last Date for Form Submission
08-12-2016, 5.00 PM**

Educational qualification (Attach attested photocopies):

S/N	Qualification	Board/University	Subjects	Year of Passing	Marks Obtained	% of Marks
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Skills Detail

-
-
-
-
-

Relevant Experience (Latest on top) (Attach attested photocopy):

S. No.	Employer	Period	Nature of Work	Monthly Emoluments

I _____ hereby certify that the details given above are true to the best of my knowledge & belief.

Date:
Place:

(Signature)