

**DIRECTORATE OF INFORMATION TECHNOLOGY
GOVERNMENT OF PUDUCHERRY**

No.2185/DIT/Estt/Misc./ 2182

Dated: 5.9.13

CIRCULAR

Sub: DIT – Estt – Deputation of IT Officials to Election Commission
of India – Regarding.

A copy of the letter received from the Election Department, Puducherry calling for application from the willing and eligible IT officials for the posts of Deputy Director and Assistant Director in the Election Commission of India on deputation basis. The Job description and other details are hosted in the official website of this Directorate. The eligible candidates may forward the application to this department for transmitting the same to Election Commission of India through proper channel.


(K. PRAKASH)
DIRECTOR(IT)

To

All Heads of Department/Office
Puducherry/Karaikal/Mahe/Yanam.

GOVERNMENT OF PUDUCHERRY
ELECTIONS DEPARTMENT

Villianur Main Road, Lawsthottam, Reddiarpalayam, Puducherry-605010

Phone: (0413) 2292204, 2292205

Fax: (0413) 2292206

Web: www.ceopondicherry.nic.in

"Greater Participation for a Stronger Democracy"

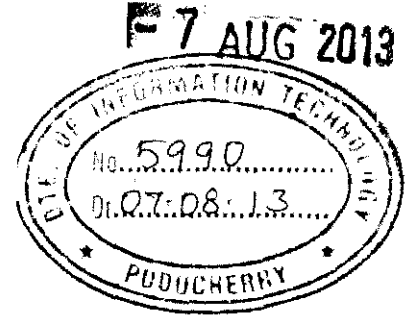
No.E.31/2013 — 37/

Puducherry, dt.

To
The State Informatics Officer,
NIC, Puducherry.

~~The Director of Information & Technology~~
Puducherry

Sir,



Sub.: Elections – Deputation of IT Officers to Election Commission
of India – Reg.

I am directed to forward herewith a copy of the letter no.485/Comp/2/2013-Vol.II dated 25.7.2013 received from Shri.Narendra N Butolia, Secretary, Election Commission of India, New Delhi. Applications received from willing and eligible Officers may be forwarded to the Election Commission of India through proper channel.

This issues with the approval of the Chief Electoral Officer.

Yours faithfully,


(R. SRIDHARAN)

DEPUTY CHIEF ELECTORAL OFFICER

Encl.: as above

Copy with enclosures to:-

The P.S to Chief Secretary,
Puducherry

- **The letter along with enclosures may caused to be brought
to the notice of Chief Secretary for kind information.**

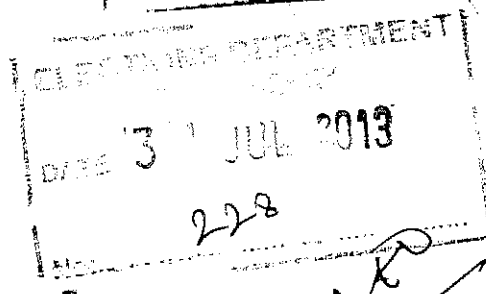
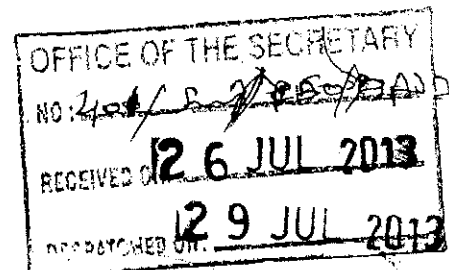
Subject: Deputation of IT Officers in the Grade of Deputy Director and Assistant Director in Election Commission of India - reg.

Date: 07/25/13 05:57 PM

From: narendra n butolia <narendranb@eci.gov.in>

To: ceo_andaman@eci.gov.in,
 ceo_andhrapradesh@eci.gov.in,
 ceo_arunachalpradesh@eci.gov.in,
 ceo_assam@eci.gov.in, ceo_bihar@eci.gov.in,
 ceo_chandigarh@eci.gov.in,
 ceo_chhattisgarh@eci.gov.in,
 ceo_dadra@eci.gov.in, ceo_daman@eci.gov.in,
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 ceo_tripura@eci.gov.in, ceo_uttaranchal@eci.gov.in,
 ceo_uttarpradesh@eci.gov.in,
 ceo_westbengal@eci.gov.in

Cc: ajoykumar@eci.gov.in



Adl. C

[Signature]

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Deputation of IT Officers.pdf (222kB)

Job Descriptions.pdf (501kB)

Sir/Madam,

Please find attached herewith Commission's letter dated 25.07.2013 on the subject cited.

The letter may be passed on to Chief Secretaries.

With regards.

3/17

A1 PS to Secy (NNB)

Speed Post / e-mail

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 485/Comp/2/2013 - Vol II

Dated: 25th July, 2013

To,

Chief Secretaries of
All States / UTs

Sub: Deputation of IT Officers in the Grade of Deputy Director and Assistant Director in Election Commission of India.

Sir,

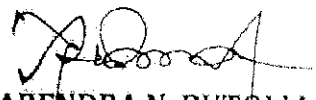
I am directed to say that Election Commission of India, in order to strengthen its IT division requires services of 02 IT officers in the Grade of Deputy Director (PB 3 Rs. 15600 - 39100 with corresponding Grade Pay of Rs. 6600) as Project Manager, 02 IT officers in the Grade of Assistant Director (Rs. 9300 - 34800 with corresponding Grade Pay of Rs. 4800) as Project Manager and 02 IT officers in the Grade of Assistant Director (Rs. 9300 - 34800 with corresponding Grade Pay of Rs. 4800) as Data Base Administrator. The job description of the posts is enclosed.

It is requested that suitable IT officers may kindly be nominated for deputation to the Election Commission in India.

The pay of officers appointed on deputation will be regulated under the relevant provisions of DOPT.

Early action will be appreciated.

Yours faithfully


(NARENDRA N. BUTOLIA
SECRETARY

Job Description - Deputy Director (Project Manager)

- **Qualification:** B.E. (E&C, CS, CE)/MCA / M.E./MTech (CS, CST, CE) with knowledge of Software Engineering over a complete cycle, DBMS, Networking, Network Security
- **Experience:** Minimum 8 years for Graduate and 6 years for Technical Post graduate program
- **Desired:** Project Management certification
- **Pay Scale:** 15600 – 39100 GP 6600/-
- **Job responsibility:**
 - Project proposal formulation, Feasibility test analysis, Project planning, Project monitoring,
 - Team Building, Software platform selection, Version Control
 - Test mechanism formulation, Test Case building
 - Software architecting, updating based on feedback
 - Allotment of manpower and training them for design/Development
 - Day to day monitoring
 - Project completion, Deployment and implementation

Job Description - Assistant Director (Project Manager)

- **Qualification:** B.E. (E&C, CS, CE)/MCA / M.E./M.Tech. (CS, CST, CE) with knowledge Software Engineering over a complete cycle, DBMS, Networking, Network Security
- **Experience:** Minimum 6 years for Graduate and 4 years for Technical Post graduate program
- **Desired:** PMP certification
- **Pay Scale:** 9300 - 34800 GP 4800/-
- **Job responsibility:**
 - Formulating SRS, High Level design Document
 - Preparing Modules and sub-modules of the system and creating Low Level Design Document
 - Preparing DFD, test report documents, test strategies
 - Getting the application QC and Security certified
 - Leading module - team
 - Helping DD for deployment and implementation of the project

Job Description – Assistant Director (Data Base Administrator)

- **Qualification:** B.E. (E&C, CS, CE)/MCA / M.E./M.Tech. (CS, CST, CE) with knowledge of Software Engineering over a complete cycle, DBMS, Networking, Network Security
- **Experience:** Minimum 4 years for Graduate and 3 years for Technical Post graduate program
- **Desired:** DBA certification
- **Pay Scale:** 15600 - 39100 GP 6600/-
- **Job responsibility:**
 - Data base design and normalization
 - Data Back-up and recovery
 - Data migration across various platforms
 - Data Synchronization
 - Handling multi type data such as text, audio, video, graph
 - Handling Data structure anomalies across different applications
 - Handling ODBC/JDBC/ etc, connectivity of application servers with Data base servers