

N-22018/20/2024-NeGD
National e-Governance Division
Digital India Corporation
Electronics Niketan, 6, CGO Complex Lodhi Road,
New Delhi – 110003
Website: www.negd.gov.in / www.dic.gov.in

Web Advertisement
28.11.24

The National e-Governance Division (NeGD) is an independent business division under the Digital India Corporation, Ministry of Electronics and Information Technology. NeGD has been playing a pivotal role in supporting MeitY in Programme Management and implementation of e-Governance projects and initiatives undertaken by various Ministries/ Departments, both at the Central and State levels.

NeGD has been spearheading several innovative initiatives under the aegis of the Digital India Programme. Those have been developed keeping the vision areas of Digital India at the core-providing digital infrastructure as a core utility to every citizen, governance and services on demand and in particular, digital empowerment of the citizens of our country; some of these initiatives include DigiLocker, UMANG, Poshan Tracker, OpenForge Platform, API Setu, National Academic Depository, Academic Bank of Credits, Learning Management System.

It has myriad roles and responsibilities from supporting Central Line Ministries and State Government Departments on e-Governance projects, reviewing State Action Plans, offering support in technology management, strategy formulation & implementation of Emerging Technologies viz. AI, Blockchain, GIS etc., to facilitating digital diplomacy with focus on Indian startups and products.

NeGD has been a leader in implementation and execution of a gamut of pilot/ infrastructure/ technical/ special projects and support components to framing core policies, project appraisals, R&D, and guiding /conducting assessments, undertaking activities for building capacities of both Government officials and] other stakeholders, and creating mass awareness about schemes and services under the Digital India Programme.

NeGD is currently inviting applications for the following positions purely on Contract basis initially for a period of 2 years which is further extendable as per the requirement of the project.

S.No	Position	Number	Experience	Salary Budget
1	QA Manual	2	3-5 years	6-12 LPA
2	QA Automation	1	3-5 years	6-12 LPA
3	Data Engineer	2	5-7 years	10-22 LPA
4	Security Specialist	1	7-9 years	10-22 LPA
5	UX Designer	2	4-6 years	6-15 LPA
6	BA	1	5-7 years	10-22 LPA

* The maximum age limit shall be 55 years on the closing date of receipt of application.

** The place of posting shall be in New Delhi but transferable to project locations of NeGD as per existing policy of NeGD/DIC.

Screening of applications will be based on qualifications, age, and relevant experience. NeGD reserves the right to fix higher threshold of qualifications and experience for screening and limiting the number of candidates for interview. Only shortlisted candidates shall be invited for interviews. NeGD reserves the right to not to select any of the candidates without assigning any reason thereof.

The details can be downloaded from the official website of DIC and NeGD, viz. **www.dic.gov.in**, **www.negd.gov.in**.

Eligible candidates may apply ONLINE: <https://ora.digitalindiacorporation.in/>

Last date for submission of applications will be : 08.12.24

1. Job Title: Security Specialist

Location: New Delhi, India

Job Summary:

The National e-Governance Division (NeGD) is seeking a highly skilled and experienced Security Specialist to ensure the security and integrity of its e-governance platforms and infrastructure under the Digital India initiative. The ideal candidate will possess in-depth knowledge of cybersecurity principles, risk management, and compliance standards. This role is critical in safeguarding government digital assets, protecting sensitive data, and ensuring the resilience of public service delivery systems against cyber threats.

Key Responsibilities:

- **Security Strategy and Planning:**
 - Develop and implement comprehensive security policies, protocols, and procedures.
 - Conduct regular security assessments and audits to identify vulnerabilities and risks.
- **Cybersecurity Management:**
 - Monitor networks and systems for security breaches, intrusions, and anomalous activities.
 - Respond promptly to security incidents and coordinate incident response efforts.
 - Implement and manage security tools such as firewalls, intrusion detection systems, and encryption solutions.
 - Implements encryption, RBAC (Role Based Access Control), and compliance protocols (GDPR, HIPAA, PDPB), and conducts security audits.
- **Risk Assessment and Mitigation:**
 - Perform risk analysis to evaluate the potential impact of security threats.
 - Develop risk mitigation strategies and recommend security enhancements.
- **Compliance and Governance:**
 - Ensure compliance with government regulations, data protection laws, and industry best practices.
 - Prepare and maintain documentation related to security policies, procedures, and compliance requirements.
- **Awareness and Training:**
 - Conduct security awareness training for staff to promote best practices in information security.
 - Stay updated with the latest cybersecurity trends, threats, and technologies.
- **Collaboration:**
 - Work closely with IT teams, developers, and external partners to integrate security measures into system designs.
 - Liaise with government agencies and security organizations to coordinate efforts and share information.

Qualifications and Experience:

- **Education:**
 - Bachelor's degree in Computer Science, Information Technology, Cybersecurity, or a related field.

- A Master's degree or specialized certification is highly desirable.
- **Experience:**
 - Minimum of 7-9 years of experience in information security, cybersecurity, or related roles.
 - Proven experience in securing large-scale IT infrastructures and applications.
 - Experience with government or public sector organizations is an advantage.
- **Certifications:**
 - Relevant certifications such as CISSP, CISM, CEH, or equivalent are highly desirable.

Skills and Competencies:

- **Technical Expertise:**
 - Strong knowledge of cybersecurity frameworks, standards, and best practices (e.g., ISO 27001, NIST).
 - Proficiency in security technologies such as firewalls, IDS/IPS, SIEM, and vulnerability assessment tools.
 - Understanding of network security, encryption methods, and authentication protocols.
- **Analytical Skills:**
 - Ability to analyze complex security issues and develop effective solutions.
 - Strong problem-solving skills and attention to detail.
- **Communication and Collaboration:**
 - Excellent verbal and written communication skills.
 - Ability to convey technical information to non-technical stakeholders.
 - Strong interpersonal skills to work effectively with cross-functional teams.
- **Leadership and Initiative:**
 - Proactive approach to identifying potential security threats and taking preventive measures.
 - Ability to lead security initiatives and drive organizational change.
- **Understanding of E-Governance:**
 - Familiarity with the Digital India initiative and e-governance frameworks.
 - Knowledge of government IT policies, standards, and regulatory requirements.

2. Job Title: UX Designer
Location: New Delhi, India

Job Summary:

The National e-Governance Division (NeGD) is seeking a creative and user-focused UX Designer to enhance the user experience of various e-governance platforms under the Digital India initiative. The ideal candidate will have a strong background in user experience design, a deep understanding of user-centered design principles, and the ability to translate complex requirements into intuitive and accessible interfaces. This role is crucial in making government digital services more user-friendly and accessible to all citizens.

Key Responsibilities:

- **User Research and Analysis:**
 - Conduct user research, interviews, and surveys to understand user needs and behaviours.

- Analyze research data to identify user pain points and opportunities for improvement.
- **Design and Prototyping:**
 - Create wireframes, prototypes, and user interface designs that align with project goals.
 - Develop interactive prototypes to demonstrate design concepts and user flows.
- **Collaboration:**
 - Work closely with product managers, developers, and other stakeholders to gather requirements and ensure design feasibility.
 - Participate in design reviews and incorporate feedback to refine designs.
- **Usability Testing:**
 - Plan and conduct usability testing sessions to gather user feedback on design prototypes.
 - Analyze test results and iterate designs based on findings.
- **Accessibility and Standards:**
 - Ensure all designs comply with accessibility standards and guidelines.
 - Advocate for best practices in UX design and contribute to the development of design standards within NeGD.
- **Documentation:**
 - Prepare design specifications, style guides, and other documentation to support development teams.
 - Maintain detailed records of design processes and decisions.

Qualifications and Experience:

- **Education:**
 - Bachelor's degree in Design, Human-Computer Interaction, Computer Science, or a related field.
 - A Master's degree or specialization in UX/UI Design is an added advantage.
- **Experience:**
 - Minimum of 4-6 years of experience in UX design, preferably within the IT or e-governance sector.
 - Proven experience in designing user interfaces for web and mobile applications.
- **Portfolio:**
 - A strong portfolio showcasing UX design work and case studies demonstrating design process and impact.

Skills and Competencies:

- **Technical Skills:**
 - Proficiency in design tools such as Adobe XD, Sketch, Figma, or similar.
 - Knowledge of HTML, CSS, and basic front-end development is a plus.
- **Design Expertise:**
 - Strong understanding of user-centered design principles and methodologies.
 - Experience with creating wireframes, prototypes, and high-fidelity mockups.
- **Research and Analysis:**
 - Ability to conduct user research and usability testing.
 - Strong analytical skills to interpret research data and translate it into design solutions.
- **Communication and Collaboration:**
 - Excellent communication skills to articulate design concepts and collaborate with cross-functional teams.
 - Ability to receive and incorporate feedback constructively.
- **Problem-Solving:**
 - Creative thinker with the ability to solve complex design challenges.
 - Attention to detail and a strong commitment to delivering high-quality work.
- **Understanding of E-Governance:**

- Familiarity with the Digital India initiative and e-governance frameworks.
- Understanding of designing for diverse user groups, including considerations for accessibility and inclusivity.

3. Job Title: Data Engineer

Location: New Delhi, India

Job Summary:

The National e-Governance Division (NeGD) is seeking a highly skilled and motivated Data Engineer to join our technical team. The ideal candidate will be responsible for building and maintaining the data infrastructure required for optimal extraction, transformation, and loading of data from various sources to support e-governance initiatives under the Digital India program. This role is crucial in ensuring the reliability, scalability, and efficiency of data systems that enable data-driven decision-making and enhance public service delivery.

Key Responsibilities:

- **Data Pipeline Development:**
 - Design, develop, and maintain scalable data pipelines and ETL processes to handle large volumes of data.
 - Ensure the timely and accurate movement of data from various sources to data warehouses or data lakes.
- **Data Integration:**
 - Integrate data from a variety of sources, including databases, APIs, and third-party systems.
 - Collaborate with cross-functional teams to understand data requirements and ensure seamless data flow.
- **Data Warehousing:**
 - Develop and maintain data warehouse architectures to support business intelligence and analytics needs.
 - Optimize database schemas and queries for performance and scalability.
- **Data Quality and Governance:**
 - Implement data validation and cleansing processes to ensure data accuracy and consistency.
 - Enforce data governance policies and maintain documentation of data models and processes.
- **Performance Optimization:**
 - Monitor and improve the performance of data systems.
 - Troubleshoot and resolve issues related to data pipelines and infrastructure.
- **Collaboration and Communication:**
 - Work closely with data scientists, analysts, and other stakeholders to support their data needs.
 - Provide technical guidance and support to team members on data engineering best practices.
- **Security and Compliance:**
 - Ensure data systems comply with government regulations and data protection laws.
 - Implement security measures to protect data integrity and privacy.

Qualifications and Experience:

- **Education:**
 - Bachelor's degree in Computer Science, Information Technology, Engineering, or a related field.
 - A Master's degree or specialization in Data Engineering or related disciplines is an added advantage.
- **Experience:**
 - Minimum of 5-7 years of experience in data engineering or related roles.

- Proven experience in building and maintaining large-scale data pipelines and data architectures.
- Experience with big data technologies and cloud platforms is highly desirable.
- **Certifications:**
 - Relevant certifications in data engineering, cloud technologies, or big data platforms are advantageous.

Skills and Competencies:

- **Technical Proficiency:**
 - Strong programming skills in languages such as Python, Java, or Scala.
 - Proficiency with data processing frameworks like Apache Spark, Hadoop, or Flink.
 - Experience with ETL tools and workflow schedulers like Apache Airflow or NiFi.
 - Knowledge of SQL and NoSQL databases (e.g., MySQL, PostgreSQL, MongoDB).
 - Familiarity with cloud platforms (AWS, Azure, or Google Cloud) and their data services.
- **Data Modeling and Warehousing:**
 - Strong understanding of data modeling concepts and data warehouse design.
 - Experience with data warehousing solutions like Amazon Redshift, Google BigQuery, or Snowflake.
- **Problem-Solving Skills:**
 - Excellent analytical and troubleshooting abilities.
 - Ability to handle complex data-related challenges and provide effective solutions.
- **Communication and Collaboration:**
 - Strong communication skills to work effectively with cross-functional teams.
 - Ability to explain technical concepts to non-technical stakeholders.
- **Organizational Skills:**
 - Ability to manage multiple tasks and projects simultaneously.
 - Strong attention to detail and commitment to delivering high-quality work.
- **Understanding of E-Governance:**
 - Familiarity with the Digital India initiative and e-governance frameworks.
 - Understanding of government data policies, standards, and regulatory requirements.

4. Job Title: QA Tester - Manual Testing

Location: New Delhi, India

Job Summary:

The National e-Governance Division (NeGD) is seeking a meticulous and detail-oriented QA Tester specializing in manual testing to ensure the quality and reliability of e-governance applications under the Digital India initiative. The ideal candidate will have a strong background in software testing methodologies and a keen eye for identifying defects. This role is crucial in delivering high-quality digital services to citizens by ensuring that applications meet the required standards and function as intended.

Key Responsibilities:

- **Test Planning and Design:**
 - Develop comprehensive test plans, test cases, and test scripts based on project requirements and specifications.
 - Identify test scenarios and define acceptance criteria for functional, regression, and system testing.
- **Manual Testing Execution:**
 - Execute manual test cases and document test results accurately.

- Perform thorough testing of applications to identify defects, inconsistencies, and usability issues.
- Verify fixes and perform regression testing to ensure issues are resolved.
- **Defect Management:**
 - Log and track defects using designated bug tracking tools.
 - Collaborate with development teams to communicate defects and provide detailed replication steps.
 - Retest resolved defects to confirm fixes and close issues.
- **Collaboration:**
 - Work closely with developers, business analysts, and project managers to understand requirements and provide feedback.
 - Participate in requirement review meetings and provide inputs from a testing perspective.
- **Quality Assurance:**
 - Ensure that applications comply with quality standards and guidelines.
 - Identify opportunities for test process improvement and contribute to quality assurance best practices.
- **Documentation:**
 - Prepare detailed test reports, summaries, and documentation for stakeholders.
 - Maintain up-to-date records of testing activities and results.
- **User Acceptance Testing Support:**
 - Assist in planning and coordinating user acceptance testing with stakeholders.
 - Provide support to end-users during the UAT phase and document feedback.

Qualifications and Experience:

- **Education:**
 - Bachelor's degree in Computer Science, Information Technology, or a related field.
- **Experience:**
 - Minimum of 3-5 years of experience in manual software testing.
 - Experience in testing web and mobile applications is highly desirable.
 - Familiarity with e-governance applications or public sector projects is a plus.
- **Certifications:**
 - ISTQB Certified Tester or equivalent certifications are advantageous.

Skills and Competencies:

- **Technical Proficiency:**
 - Strong understanding of software testing methodologies, tools, and processes.
 - Ability to create detailed, comprehensive, and well-structured test plans and test cases.
 - Experience with defect tracking tools like JIRA, Bugzilla, or equivalent.
- **Attention to Detail:**
 - Keen eye for identifying defects and inconsistencies.
 - Meticulous approach to testing to ensure all scenarios are covered.
- **Analytical Skills:**
 - Strong problem-solving abilities to diagnose issues and suggest solutions.
 - Ability to think critically and anticipate potential problems.
- **Communication and Collaboration:**
 - Excellent verbal and written communication skills.
 - Ability to work effectively in a team environment and collaborate with cross-functional teams.

- **Organizational Skills:**
 - Strong time management skills to handle multiple tasks and meet deadlines.
 - Ability to adapt to changing priorities and project requirements.
- **Understanding of E-Governance:**
 - Familiarity with the Digital India initiative and e-governance frameworks is desirable.
 - Awareness of accessibility standards and practices is a plus.

5. Job Title: Business Analyst (BA)

Location: New Delhi, India

Job Summary:

The National e-Governance Division (NeGD) is seeking a skilled and dynamic **Business Analyst** to facilitate the effective gathering, analysis, and documentation of requirements for strategic e-governance projects under the Digital India program. The selected candidate will act as a liaison between stakeholders and development teams to ensure project objectives align with business needs.

Key Responsibilities:

Requirement Analysis:

- Collaborate with stakeholders to gather, analyze, and prioritize requirements.
- Document business processes and develop clear and concise requirement specifications (BRDs, FRDs, and user stories).

Stakeholder Engagement:

- Conduct workshops, interviews, and surveys to understand stakeholder needs.
- Serve as a bridge between business and technical teams, ensuring clear communication and alignment.

Process Optimization:

- Analyze current processes, identify areas for improvement, and propose innovative solutions.
- Assist in the design of workflows and process maps to enhance operational efficiency.

Solution Design and Validation:

- Work with UX/UI designers and developers to ensure solutions meet requirements.
- Facilitate user acceptance testing (UAT) and ensure smooth handover to end-users.

Documentation and Compliance:

- Maintain comprehensive project documentation, including functional and non-functional requirements.
- Ensure adherence to e-governance standards, policies, and frameworks.

Data-Driven Insights:

- Assist in the creation of data models and dashboards to support decision-making.
- Provide recommendations based on data analysis and project findings.

Qualifications and Experience:

Education:

- Bachelor's degree in Business Administration, Computer Science, or a related field.
- MBA or certifications in Business Analysis (e.g., CBAP, CCBA) are advantageous.

Experience:

- 5-7 years of experience as a Business Analyst in IT/e-governance projects.
- Proven track record in gathering and managing requirements for large-scale projects.

Skills and Competencies:

- Proficiency in tools like JIRA, Confluence, and MS Visio.
- Strong understanding of SDLC, Agile, and Waterfall methodologies.
- Excellent analytical, problem-solving, and decision-making skills.
- Effective communication and stakeholder management abilities.

6. Job Title: Automation Tester

Location: New Delhi, India

Job Summary:

NeGD is looking for a proficient **Automation Tester** to enhance the quality assurance process for e-governance platforms. The ideal candidate will design, implement, and execute automated test scripts, ensuring the robustness and scalability of critical applications under the Digital India program.

Key Responsibilities:

Test Strategy and Planning:

- Develop and maintain a comprehensive testing strategy, including test plans and test cases.
- Collaborate with developers and BAs to ensure a deep understanding of requirements and workflows.

Automation Testing:

- Design, develop, and execute automated test scripts using tools like Selenium, Appium, or TestNG.
- Implement CI/CD pipelines for automated testing using Jenkins or equivalent tools.

Functional and Performance Testing:

- Perform functional, regression, load, and performance testing to ensure application reliability.
- Analyze test results and log defects in tools like JIRA.

Quality Assurance:

- Ensure the delivery of high-quality software that meets user requirements.
- Contribute to the implementation of best practices for testing and defect prevention.

Documentation and Reporting:

- Document test results, defects, and resolutions.
- Provide regular progress reports to project stakeholders.

Qualifications and Experience:

Education:

- Bachelor's degree in Computer Science, Engineering, or a related field.
- ISTQB certification or equivalent is preferred.

Experience:

- 3-5 years of experience in software testing, with a focus on automation.
- Hands-on experience in creating and managing automated testing frameworks.

Skills and Competencies:

- Proficiency in automation tools such as Selenium, Appium, and Postman.
- Strong knowledge of scripting languages like Python, Java, or C#.
- Familiarity with test management tools (JIRA, TestRail).
- Strong attention to detail and excellent troubleshooting skills.

General Conditions applicable to all applicants covered under this advertisement

1. Those candidates, who are already in regular or contractual employment under Central / State Government, Public Sector Undertakings or Autonomous Bodies, are expected to apply through proper channel or attach a 'No Objection Certificate' from the employer concerned with the application OR produce No Objection Certificate at the time of interview.
2. NeGD reserves the right to fill all or some or none of the positions advertised without assigning any reason as it deems fit.
3. The positions are purely temporary in nature for the project of NeGD/DIC and the appointees shall not derive any right or claim for permanent appointment at NeGD/DIC or on any vacancies existing or that shall be advertised for recruitment by NeGD in future.
4. NeGD reserves the right to terminate the appointments of all positions with a notice of one month or without any notice by paying one month's salary in lieu of the notice period.
5. The designation of the selected candidates shall be mapped as per the existing designation policy of NeGD.
6. In case of a query, the following officer may be contacted:

HR Team

National e Governance Division, 4th Floor,
Electronics Niketan, 6-CGO, Complex Lodhi
Road, New Delhi – 110003
Tel: 24301932
Email: Negdhr@digitalindia.gov.in

