

# National e-Governance Division (NeGD)



[www.negd.gov.in](http://www.negd.gov.in)

## JOB DESCRIPTIONS

### **1. PMU– Consultant**

**Job Location - Mussoorie**

#### **Education**

B.E/B.Tech (Computer science/IT) and full-time MBA / PG Diploma in Management

#### **Desired Experience**

- 8+ years of solid project management experience with ability to multi-task and manage multiple projects in cross-functional environment out of which 5+ years of Managerial role in handling multiple projects together under a program.
- Having a certification in Project / Program Management (like PMP/ PRINCE2 etc.) from a Global Certification Body of Project Management Professionals is a plus.

#### **Roles and Responsibilities**

- Providing leadership and guidance to the Govt. departments on Project Management Framework Mentors members of the Project team/ officials at Departments in adoption of Project Management Framework and tool.
- Maintaining ownership of and accountability for the program/ project schedule and roadmap at various levels.
- Act as the source of documentation, guidance and metrics on the practice of project management and execution.
- Development and institutionalization of the monitoring tool to fetch project related information from all the intended projects.
- Tracks program projects' performance against baseline plan
- Review deliverables prepared by the project team prior to internal or external distribution Performs team assessments and evaluations.

## **2. PMU-Data Analyst**

### **Job Location - Mussoorie**

#### **Education**

B.E/B.Tech (In any stream) or full-time MBA / PG Diploma in Management or MCA.

#### **Desired Experience**

- 5+ year experience as a data analyst in one or multiple private or a government organization.
- Hands-on experience in cleansing and preparing data, analysing and exploring data, Expertise in statistics, analysing and visualizing data, Reports and dashboards, Communication and writing

#### **Roles and Responsibilities**

- Using automated tools to extract data from primary and secondary sources
- Removing corrupted data and fixing errors and related problems.
- Developing and maintaining databases, and data systems – reorganizing data in a readable format
- Performing analysis to assess the quality and meaning of data
- Filter Data by reviewing reports and performance indicators to identify and correct code problems
- Using statistical tools to identify, analyze, and interpret patterns and trends in complex data sets could be helpful for the diagnosis and prediction

## **3. SENIOR WEB DEVELOPER**

### **Job Location : Delhi**

#### **Education**

B.E./B.Tech (Computer Science/IT)/ MCA.

#### **Experience**

- 4+ years as a Senior Developer at a technology company.
- Proficiency in Java/PHP, developing Restful API and JSON data format handling
- Experienced in PostgreSQL, and MySQL
- Solid foundation in data structures, algorithms, and system design.
- Hands on experience of micro services architecture using components such as Cache management, developing APIs for components.
- Understanding of front-end technologies and platforms, such as JavaScript, HTML5, and CSS3.
- Provide critical support & expertise during go-live.
- Hands on experience of code versioning tools, such as SVN, Git
- Experience of working for a government set-up/project is desirable

#### **Roles and Responsibilities**

- Developing workflow-based and web and mobile portals through Java/PHP, PostgreSQL, MySQL.
- Develop a flexible and well-structured front-end architecture, along with the APIs, to support it.
- API design and development (RESTful Services)
- Database design and development–PostgreSQL/MySQL.
- Work with agile practices, quick iterations, and integration of regular feedback
- Working with data visualization libraries
- Working on web server technologies and current frameworks.

#### **4. Web Developer**

**Job Location : Delhi**

##### **Education**

B.E./B. Tech (Computer Science/IT)/ MCA.

##### **Experience**

- 3+ years as a Developer at a technology company.
- Hands on experience in WordPress or Laravel.
- Proficiency in Java/PHP, developing Restful API and JSON data format handling
- Experienced in PostgreSQL, and MySQL
- Solid foundation in data structures, algorithms, and system design.
- Hands on experience of micro services architecture using components such as Cache management, developing APIs for components.
- Understanding of front-end technologies and platforms, such as JavaScript, HTML5, and CSS3.
- Provide critical support & expertise during go-live.
- Hands on experience of code versioning tools, such as SVN, Git
- Experience of working for a government set-up/project is desirable

##### **Roles and Responsibilities**

- Developing workflow-based and web and mobile portals through Java/PHP, PostgreSQL, MySQL.
- Develop a flexible and well-structured front-end architecture, along with the APIs, to support it.
- API design and development (RESTful Services)
- Database design and development–PostgreSQL/MySQL.
- Work with agile practices, quick iterations, and integration of regular feedback
- Working with data visualization libraries
- Working on web server technologies and current frameworks.

#### **5. WEB DESIGNER**

**Job Location : Delhi**

##### **Education**

B.E./B. Tech (Computer Science/IT)/ MCA.

##### **Experience**

- 3+ years of web design in a technology company
- Demonstrable graphic design skills with a strong portfolio
- Proficiency in HTML, CSS and JavaScript for rapid prototyping
- Must have strong knowledge on XHTML, HTML, and HTML5, CSS 3, Bootstrap and Responsive Web Layouts.
- Experience working in an Agile/Scrum development process
- Knowledge of jQuery, JavaScript, Magento and Word-Press is an added advantage.
- Up-to-date with the latest Web trends, techniques and technologies
- Understanding of web standards like W3C Validation, SEO Friendly Websites, Page Speed etc.
- Experienced in creating wireframes, storyboards, user flows, process flows and site maps; proficiency in Photoshop, Illustrator or
- other visual design and wire-framing tools

- Ability to solve problems creatively and effectively

#### **Roles and Responsibilities**

- Design responsive webpages (HTML, CSS and JavaScript)
- Conceptualize original website design ideas
- Working with data visualization libraries
- Create wireframes, storyboards, user flows, process flows and site maps to communicate interaction and design ideas
- Establish and promote design guidelines, best practices and standards

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