

**Society for Promotion of Vocational & Technical Education [SOVTECH]
DBRAIT Campus, Port Blair.**

VACANCY NOTICE

Advertisement No. SOV/3-46/SDC(DCO)/2017 (Vol-I)/ 160 Dated th 12th June 2018

SOVTECH invites applications from eligible candidates for filling up of following posts in State Data Centre purely on short term contract basis for a period of one year or till new Data Centre Operator is appointed, whichever is earlier. The selection of candidate would be made through a written test.

Sl. No	Name Of Post	No. of Post(s)	Consolidated wages per month (in Rs)
1	Database Administrator	01	35000/-
2	System Engineer	01	25000/-
3	Helpdesk Executive	01	21000/-

The details of posts, Eligibility criteria, educational qualification, Roles and responsibility and terms and conditions are given below: -

S.N	Resource-Role	Eligibility Criteria
1	Database Administrator	<p>Essential Qualification:</p> <ul style="list-style-type: none"> • Qualification : B.E./B.Tech/Diploma/B.Sc in Electronics/Computer Science/IT or MCA • Experience: 2+ years of experience in IT firm. <p>Age: Not exceeding 45 years.</p> <p>Desirable: OEM certification (OCP/MCDBA)</p> <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Overall responsibility of Windows/ Linux/Unix database • Installation and configuration of database • Responsible for database health and logs • Responsible for database backup • Creation of database instances • Importing / exporting database data • Checking connection between application and database server while hosting applications • Database performance tuning • Resolving EMS incident assigned to them • Coordinate with respective OEMs

S.N	Resource-Role	Eligibility Criteria
2	System Engineer	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> • Qualification : B.E./B.Tech/Diploma/B.Sc in Electronics/Computer Science/IT or MCA • Experience : 2+ years of experience in IT firm <p>Age: Not exceeding 45 years.</p> <p>Desirable: Knowledge in Linux/Unix</p> <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Installation of operating systems • Hardening of servers (service pack & patch updation) • Installation and configuration of IIS/DNS/FTP/ADS service • Installation of Backup and anti-virus client • Installation and configuration of EMS Agent • Performing maintenance activities • Logging call with vendor for faulty component replacement • Resolving EMS incident assigned • Coordinate with respective OEMs
3	Helpdesk Executive	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> • Qualification : B.E./B. Tech/ Diploma • Experience : At least 1 year experience as helpdesk in IT firm <p>Age: Not exceeding 45 years.</p> <p>Duties and responsibilities :</p> <ul style="list-style-type: none"> • Single point of contact for all incidents and service requests through phone or helpdesk email ID at the SDC. • First level analysis of all incidents and assigning it to appropriate Engineers to resolve the problems • Updating user departments and resolving manually raised calls • Updating knowledge base for all known problems • Continuous monitoring of all IT infrastructures via EMS console • Referring escalation matrix to log call with Vendor • Generating EMS incident reports • Continuous monitoring of EMS Helpdesk interface to check any new incidents • Monitoring connectivity via EMS spectrum topology

VERIFICATION OF DOCUMENTS

The interested candidates are advised to submit application form/resume and bring the following documents for verification on 24th July 2018 between 10:30 am – 11:30 am in the O/o SOVTECH, DBRAIT Campus, Port Blair along with following testimonials:

1. Self attested copies of all relevant educational and experience certificates.
2. Self attested copies of relevant certifications done by the candidate.
3. Self attested copy of aadhaar card and address proof.
4. All original testimonials for verification.
5. Resume/Biodata
6. Passport size photograph
7. Candidates are also required to submit the below mentioned details.

S No.	Particulars	Document submitted	Remarks
1	Age as on 24.07.2018		
2	Educational Qualification: Diploma/ B.Sc /B.E./B.Tech/MCA		
3	Experience in IT firm		
4	Experience in Data Centre		
5	Certification: OEM/Any other		
6	Aadhaar Card		
7	Address proof & contact details		

Only candidates with the required qualifications /experience will be allowed to attend the written test.

WRITTEN TEST SCHEDULE:

A written test will be held for the eligible candidates for the above mentioned posts on **25th July 2018** at 10:30 pm in the Conference Hall of DBRAIT.

TENURE OF CONTRACT:

The period of contract shall be **one year** or till a new Data Centre Operator is appointed, whichever is earlier.

GENERAL CONDITIONS:

- The posts will be filled purely on short-term contract basis for a period of one year or the new Data Centre Operator is appointed, whichever is earlier.
- A Candidate may apply for more than one post.
- The candidate who can join immediately after selection will be given preference.
- Society for Promotion Vocational & Technical Education (SOVTECH) reserves the right in all respect regarding filling up the post and the decision. Its decision will be final and binding.

- In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information, his/her candidature will stand rejected.
- The candidate are advised to go through the requirements of educational qualification, age etc. carefully and satisfy themselves that you are eligible before appearing for the interview.
- The decision of SOVTECH in all aspects pertaining to the application, its acceptance or rejection, conduct of interview and at all consequent stages culminating in selection or otherwise of any candidate shall be final and binding on all concerned. SOVTECH reserves its right to alter/modify any condition laid down in this vacancy notice or any backend process for conduct of selection during its various stages as warranted by an unforeseen circumstances arising during the course of this process or as deemed necessary by SOVTECH at any stage.
- Applicants should note that some of the above posts may involve work of arduous nature and in shifts.

ACTION AGAINST MISCONDUCT:

- i) Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated, having overwriting, having correction marks and they should not suppress any material information while filling up application.
- ii) At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct during the selection process, in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:
 - a) Disqualified from the selection process and/or
 - b) Debarred either permanently or for a specified period from any examination/recruitment and/or
 - c) Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment to the roll of SOVTECH.


Executive Officer
SOVTECH