

<b>Position : Officer : IT</b> <span style="float: right;">[Position Code : IT-02] <b>Level : E1</b></span>	
<b>No. of Positions: 1[One] Reserved for Physically Challenged [General]</b>	
<b>(Relaxation applicable as per Government Rules)</b>	
<b>Scale of Pay:</b> Rs. 40,000/- 1,20,000/- plus 35% Perquisites and 27% HRA.	
<b>Job Description:</b> To work and assist in the IT Department of the Organization.	
<b>Key Responsibilities :</b>	<b>Essential Qualifications :</b>
i. Assist in fast development/Implementation of IT applications by gathering information.	B.Tech (CS/IT) or B.E. (CS/IT) or MCA from a recognized University / Institute.
ii. HRMS development, building/debugging the code as per guidelines, upgradation of existing system, incorporation of new IT techniques, system testing with patching. Debug existing source code and polish feature sets.	<b>Experience : 2 years</b>
iii. Contribute in online user support, technical design documentation, application rollout, optimized and documented source code.	<b>Age Limit : Maximum 30 years</b>
iv. Handling IT inventory, content updation, installation and modification of system configuration, system testing, hardware, software, systems, networks, printers and scanners and implementation of system enhancements/upgrades and debugging.	
v. Integration of existing modules and implementation of e-office/ERP.	