

UT Administration of Daman & Diu  
Daman & Diu e-Governance Society, Office of the Director IT,  
Collectorate Campus, Dholar, Moti Daman, Daman-396220.

No: 01/IT/DDeGS/File No:120/2013-14/170

Dated: 30/09/2013

Daman & Diu e-Governance Society (DDeGS), Daman autonomous nodal IT implementation agency for Department of Information Technology, UT Administration of Daman & Diu requires IT Professionals for e-District project on contract basis:

S.No	Name of the Post	No. of vacancies	Age	Essential Qualification	Desired skills	Stipend
1	eDistrict Manager	Total :2 (1 for Daman & 1 for Diu)	Must be 21 - 35 years old as on 1st July 2013	a. BCA / BIT / BE / B.Tech / MCA or must be a graduate (any discipline) with 1 year computer Diploma b. Minimum of two (2) years of work Experience preferably in IT / e-Governance related field c. Proficiency in English and Gujarati (Read, Write, Speak)	a. Prior Project Management Experience. b. Should be computer literate. c. Experience in the domain of IT Projects, IT infrastructure deployment / software development, hardware, networking, security management in IT projects is preferred. d. Good people management and communication skills. e. Result oriented and self-motivated f. Experience in computerization of organizations / departments will be an added benefit	Rs. 23,500/- (consolidated) Per month

**Note**

Candidates who fulfill the above criteria need to submit their application/CV with self-attested photocopy of the required documents at Daman & Diu e-Governance Society, Office of the Director IT, Collectorate Campus, Dholar, Moti Daman, Daman via post/courier/in person.

1. Last date of receipt of application in prescribed format: ~~30/09/2013~~ 18<sup>th</sup> Oct 2013
2. Candidates can download the application format on <http://www.daman.nic.in> website.
3. Candidates shall produce details mentioned below in original and self-attested photocopy at the time of written examination.
  - i. Age Proof: 10th or 12th standard mark sheet or school leaving certificate or birth certificate.
  - ii. Education Qualification (Graduation / Post Graduation)
    - All semester wise or year wise individual mark sheets.
    - All mark sheets pertaining to improvement in the marks [i.e. if the applicant has made more than one attempt to obtain pass or improve marks of any subject in any of the semester(s) or year(s)]
    - Degree or provisional pass certificate.

- iii. High School (Class 10th) and Intermediate (Class 12th) marks sheet.
- iv. Work Experience: If the candidate has work experience, then following documents need to be produced:
  - Experience certificate, offer letters, relieving letters, last drawn salary slips from the past employers.
  - Offer letter and last three month's salary slip from current employer

**Note:** These documents should clearly indicate the date of joining and date of relieving for each of the previous and current employer(s). The experience certificate or testimonials produced by the applicant should indicate the date of joining and relieving, designation at the time of joining, date of promotion with designation, if any.
- v. Photo identity proof: PAN card, Driving License, Passport, Aadhaar or voters ID card or any other ID card attested by a Gazetted Officer.
4. Documents in proof of prescribed educational qualifications, date of birth, experience etc. shall be produced at the time of written examination or at any time as required. Failure to produce the proof of qualification and experience will entail rejection of application.
5. Call letter with the schedule of written examination will only be sent to the shortlisted candidates via email. Applicant will not be allowed to sit for written examination without this call letter.
6. Preference shall be given to local candidates.
7. All interested candidates are encouraged to visit the website <http://deity.gov.in> for more information regarding e-District project.

**Sd/-**  
**Director (IT)/Member Secretary,**  
**DDeGS, Daman.**

Application for the post of District Managers for Daman and Diu for e-District Mission Mode Project  
 Daman & Diu e-Governance Society (DDeGHS), Department of Information Technology  
UT Administration of Daman & Diu

First Name		Surname		Gender	
Father / Husband's Name					
Address for Communication				District	
				State	
Permanent Address				District	
				State	
Date of Birth	Month	Day	Year	Age	(As on 1 <sup>st</sup> July 2013)
Email ID		Contact no. (mobile)		Contact No. (Landline)	
<b>Qualification</b>					
S.No	Name of the Institution / University	Year of Passing	% marks (If in CGPA, pls. specify)	Subject / Area of Specialization	
Languages known	Language	Read	Write	Speak	
	English				
	Gujarati				
	Hindi				
	Other				
<b>Work Experience</b>					
S.No	Name of the Employer	From Date Month /	To Date Month / Year	Designation	Total Years of Experience

		Year			
Photo ID proof details					

**Declaration**

I ..... hereby declare that the information as above and in the Resume / documents provided by me are correct and true to my knowledge.

Date:.....

Place:.....

Signature.....

**Note**

- The original copies of educational qualifications, experience certificates and ID proof should be carried along at the time of written examination.
- Preference will be given to local candidates.