

30.11.2016

Sir,

Sub: To publish in “Thrissur.gov.in” the notification for the post of Hand hold Support Engineers in Collectorate Thrissur for E Office Project

Ref: G.O.(MS) No.22/2015/ITD dated 16.07.2015.

The Government of Kerala has decided to roll out e-Office to 14 District Collectorates, 21 Sub-Collectorates, 75 Taluks and Land Revenue Commissionerate as per the G.O.(MS) No.22/2015/ITD dated 16.07.2015. For the rollout of e-Office in District Collectorate and its sub offices in Thrissur, it is decided to appoint 2 numbers of Handhold Support Engineers on contract basis

The duties and responsibilities of HSE are

- Collecting Email and EMD Data
- Support in creating email and EMD
- Training, Handhold support
- Document Software Issues/ feedback/ Suggestions.
- Provide hand hold support to the staff
- Undertake periodic visits to project implementation sites and support the staff
- Support department for applying and processing of digital signatures
- Training of staff in e-Office application and hands on guidance.
- Travel to sub-offices for implementation
- On call support. Mobile numbers to be published.
- Sort out system issues and connectivity issues in coordination with e-District/Virtual IT cadre team
- Compile Software Issues/ feedback/ Suggestions and communicate with KSITM and NIC
- Submit Periodic progress Reports to KSITM and DeGS

Selection Process

Practical Test and Interview

Eligibility Criteria

- Must be 21 – 35years old
- BTech (IT/Computer Science/Electronics and Communication) / MCA/ MSc Computer or Electronics through regular studies
- Proficient in English and Malayalam
- Willingness to work at field level within a district
- 1 year experience as System/Network Engineer. Experience in e Governance projects or Govt projects desirable
- Native of the same district is mandatory

Salary

Rs.18,000 (to be fixed by KSITM from time to time) + Telephone bill reimbursement of Rs.500/- pm + T.A. against actual

Thanks

SD/-

DPM

Thrissur



REQUIRES

Kerala State IT Mission, autonomous nodal IT implementation agency for Department of Electronic and information Technology, Government of Kerala, requires IT Professionals on fixed term / contract basis at District Collectorate Thrissur for the implementation of E-Office under DeGS Project

Sl No:	Name of Post	Number of Vacancy	Qualification	Experience	Age Limit
1	Hand Hold Support Engineers	2	B.Tech (Computer Science / Electronics & Communication/Information Technology) or MCA or MSc Computer Science /Electronics	Min 1 year as System/Network Engineer. Experience in e-Governance Projects or Govt Projects desirable	21-35

The selection process will be followed by a skill test and interview.

CV should be submitted online at tsrcoll.ker@nic.in on or before 15th December 2016 WITH CAPTION IN SUBJECT LINE **APPLICATION FOR THE POST OF HSE-EOFFICE-THRISSUR.**

Applications receiving after 15th December 2016 (5:00 PM) will not be considered. Shortlisted candidates will be intimated through e mail.

For more details visit the website www.thrissur.gov.in

Sd/-

For Chairman, DeGS