

Advertisement for the Post of Deputy General Manager/ General Manager (System Admin & Networking) and Junior Manager (System Admin & Networking) at IIT Delhi

Applications are invited for the position of Deputy General Manager/ General Manager (System Admin & Networking) and Junior Manager (System Admin & Networking) at the Indraprastha Institute of Information Technology (IIIT) Delhi, a State University recently created by an Act of Delhi Govt. IIIT Delhi is a research-led institute, fashioned after IITs.

Post Code: 01

Post: Deputy General Manager/ General Manager (System Admin & Networking)

Nature of Post: 5 years Contract / Deputation, which may be extended based on performance.

No. of Posts: (UR-1, OBC-1)

Job Description/ Role:

- Management of Campus IT systems including (but not limited to) Campus Wired and Wireless LAN, Internet connectivity, Application servers, High Performance Computing, Storage & Backup, UPS, Academic ERP and AV systems
- All Hardware/ Software/ Networking Troubleshooting (Level 3)
- Interaction with Vendors and Service Providers
- Managing the IT team consisting of Senior System Manager, Assistant Manager, Junior Manager(s) and Outsourced Staff
- Strategic planning to constantly improve and enhance IT infrastructure and presenting the same to the institute management for approval
- Regular monitoring and reporting of the utilization and downtimes and take proactive steps to reduce downtimes
- Project management of new installations in future phases of institute expansion
- Bring in new and upcoming technologies and ideas to constantly improve the institute IT and keep it at par with leading academic institutes of the country and abroad

Pay and Other Benefits

Pay Scale: Rs. 23,200-46,700/ 46,100-75,700 (Equivalent to PB-3/PB-4 with grade pay of Rs. 7,600/-8,700/- in Government), depending upon the experience. In addition, DA will be applicable as per Central Government rates. Other benefits like HRA/ Leased Accommodation, LTC, Telephone Reimbursement etc, which are generally same as in IITs, will also be applicable.

The CTC at the initial of the scale will be Rs. 98,000/- 1,42,000/-(approx.) Additional Increments can be given to suitable candidates.

Promotion: Attractive promotion scheme for competent individuals.

Higher Qualification: The Institute encourages acquiring higher qualification and also supports the selected candidate for professional development.

Qualifications and Experience:

Essential:

BE/B.Tech or Equivalent with 55% marks with 10/ 15 year of experience or ME/M.Tech or equivalent with 55% marks with 8/13 years of experience in relevant field.

Preference would be given to

1. Candidates having experience in Linux server administration, webserver management, HPC, storage & backup solutions, campus networking etc.
2. Having working experience of managing a large and reputed Educational Campus IT infrastructure.
3. Good interpersonal and communication skills in English and Hindi (both oral and written).

Working days: Six days a week.

Age Limit: 50Years

Post Code: 02

Post: Junior Manager (System Admin & Networking)

Nature of Post: 5 years Contract / Deputation, which may be extended based on performance.

No. of Posts: 03 (Gen-1, ST-1, OBC-1)

Job Description/ Role:

- All Hardware/ Software/ Networking Troubleshooting (Level 2)
- Management of User Accounts
- MAC Address Registration
- Installation, maintenance and backup of all Linux and Windows VMs, Switches etc.
- UPS Maintenance

- All Call Logging with AMC vendors and service providers
- Hardware and Software support for Desktop/ Laptop/ Printer/License servers
- Maintenance of Wi-Fi APs
- Maintenance of all Linux and Windows application and database servers
- Network Switch port configuration
- Storage LUN mounting and Tape Library backup
- IT Portal, Vendor Management Portal and File Movement system maintenance
- Prepare reports
- Any utility software creation and maintenance

Pay and Other Benefits

Pay Scale: Rs. 13,500-39,000 (Equivalent to PB-2 with grade pay of Rs. 4,200/- in Government), depending upon the experience. In addition, DA will be applicable as per Central Government rates. Other benefits like HRA/ Leased Accommodation, LTC, Telephone Reimbursement etc, which are generally same as in IITs, will also be applicable.

The CTC at the initial of the scale will be Rs. 50,000/-(approx.) Additional Increments can be given to suitable candidates.

Promotion: Attractive promotion scheme for competent individuals.

Higher Qualification: The Institute encourages acquiring higher qualification and also supports the selected candidate for professional development.

Qualifications and Experience:

Essential:

Diploma in engineering or equivalent with 55% marks with 3 year of relevant experience.

Preference would be given to

1. Candidates having experience in Linux server administration
2. Candidates having experience of webserver management etc.
3. Having working experience of educational Campus IT infrastructure/ MNC of repute with knowledge of networking,
4. Good interpersonal and communication skills in English and Hindi (both oral and written).

Working days: Six days a week.

Age Limit: 30Years

General Information/Condition/Instructions:

1. The appointment will be on Regular (initially a limited term contract will be given).
2. Prescribed qualifications are minimum and the mere fact that a candidate possesses the same will not entitle him/her to be called for interview.
3. Shortlisted candidates will be informed for interviews through e-mails only.
4. The institute reserves the right to restrict the number of candidates for interview to a reasonable limit, on the basis of qualification and experience.
5. The institute also reserves the right of rejecting any or all the applications without assigning any reasons thereof.
6. The number of posts may increase or decrease at the time of interview / short listing.
7. The institute reserves the right not to recruit against any or all the posts.
8. Qualifications/experience may be relaxed for exceptional candidates.
9. The candidates may be considered for higher/lower grade/ scale depending upon their profile.
10. The selected candidates will be expected to join within one month from the offer of appointment.
11. The applications received will be accessible under RTI Act only up to six months from the date of closing.
12. A person working in Govt. Organization/ Autonomous Bodies/ PSUs etc. will be required to produce the **No Objection Certificate** before the interview OR should send his/ her application **Through Proper Channel.**
13. The applicant should clearly mention the name of the post applied for, category on the application. The incomplete applications or received through e-mails or after due date may not be considered.
14. Reservation as per norms exist. Candidate may specify the category they belong to and attach documentary proof for the same.

Campus:

IIIT-D has a modern campus spread over 25 acres of land in South Delhi at Okhla, Phase III, New Delhi.

How to apply:

The complete application in the prescribed proforma with names and contact information (email, telephone number) of at least three references by subscribing name of the post applied should be sent by **June 30, 2014** to **The Registrar, IIIT Delhi; Okhla Phase-III; New Delhi – 110020.**