

## ELIGIBILITY CRITERIA FOR THE POST OF IT SPECIALIST, ICT SPECIALIST & IT ASSOCIATE

### IPA-Profile

Indian Ports Association (IPA) was constituted in 1966 under Societies Registration Act, primarily with the idea of fostering growth and development of all Major Ports, which are under the supervisory control of Ministry of Shipping .Over the years, IPA has consolidated its activities and grown strength and considered to be a think tank for the Major Ports with the ultimate goal of integrating the Maritime Sector. Following are the eligibility criteria for the post of IT Specialist, ICT Specialist and IT Associate

### IT Specialist

SI No.	Detail of Post	Description
1	Name of Post	IT Specialist
2.	No. of Post	One
3	Mode of Selection	Contract Basis
4.	Salary	Upto Rs. 1.20 lakhs per month (Consolidated)
5	Qualification	<p>i) Post Graduate Degree in Computer Science [equivalent to M. Tech. (CS)] from recognized University/ Institution.</p> <p>OR</p> <p>ii) Engineering Degree with any one of the following from a recognized University / Institution</p> <ul style="list-style-type: none"><li>❖ Post Graduate Diploma in Computer Science</li><li>❖ Post Graduate Diploma in Computer Application</li><li>❖ Post Graduate Diploma in Information Technology</li></ul> <p>OR</p> <p>iii) Engineering Degree in Computer Science / Information Technology from recognized University/ Institution.</p> <p>OR</p> <p>iv) Post Graduate Degree in Computer Application/ Post Graduate Degree in Information Technology</p> <p>OR</p> <p>v) Master's Degree in Physics/ Mathematics/ Statistics / Operation Research / Electronics with any one of the following from recognized University/ Institution.</p> <ul style="list-style-type: none"><li>❖ Post Graduate Diploma in Information Technology</li><li>❖ Post Graduate Diploma in Computer Science</li><li>❖ Post Graduate Diploma in Computer Application</li></ul>

		<b>Preferable-</b> Preference will be given to Post Graduate Degree in Computer Science (equivalent to M. Tech (CS)) from a recognized university/ Institution.
6	Experience	5 years experience in the related field of which 2 years in supervising a team, lead teams with implementation of complex business, critical systems and oversee large and complex system inclusive ERP/ POS (Port Operation System) such as WiFi, Wireless, Fidelity, OCR (Optical Character Reorganisation ), GSM( Group Management Services), EDI (Electronic Data Interchange), DBA ( Database Administrator) (Oracle & MS SQL), Unix Administration , B2B (Business to Business) solutions, etc. Candidate Should have Experience in Port / Shipping Sector.
7	Contract Period	Initially for one year, which may be extended upto a 3 years based on performance.

### ICT Specialist

SI No.	Detail of Post	Description
1	Name of Post	ICT Specialist
2.	No. of Post	One
3	Mode of Selection	Contract Basis
4.	Salary	Upto Rs. 1.25 lakhs per month (Consolidated)
5	Qualification	Candidates should have acquired Degree in B.E / B.Tech / MCA/M.sc in Computer Science / IT or equivalent Master's degree in relevant subject.
6	Desirable	<ul style="list-style-type: none"> <li>• CCNA / CCNP certification</li> <li>• DBA Certificate</li> <li>• ISO 27001 Lead Auditor Certification or any other similar security related certificate</li> <li>• Experience in monitoring / managing enterprise level network architecture / infrastructure including DBA.</li> </ul> <p>Qualification in one or more in the above category will be treated as added advantage.</p>
7	Job Description	<ul style="list-style-type: none"> <li>• Management of the ICT hardware peripherals, network management including security and networking devices.</li> <li>• Upgrading / installing existing or new software package.</li> <li>• Co-ordination with various internal and external stakeholders / agencies to maintain security and high uptime of network and computers.</li> <li>• Management of DBA <ul style="list-style-type: none"> <li>○ Perform physical administrative functions such as reorganising the database to improve performance.</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>○ Implement database schemes, tables, procedures &amp; permissions, setting up data sharing &amp; disk portioning to enhance operational efficiency</li> <li>○ Supervise tuning of the relational database and implementation of security measures to protect the databases against accidental / unauthorised damage, data corruption, modification or disclosure; Oversee implementation of mechanisms to control access permissions &amp; privileges in order to manage the integrity &amp; security of data.</li> </ul> <p>Develop, manage &amp; test back-up and recovery plans of data and ensure that storage, archiving, backup and recovery procedures are functioning correctly; ensure synchronisation of database replicas; ensure provision of 24*7 support for file and volume restoration requests at the data centre.</p>
8	Experience	Minimum 5 years of experience.
9	Contract Period	Initially for one year, which may be extended upto a 3 years based on performance.

### IT Associate

SI No.	Detail of Post	Description
1	Name of Post	IT Associate
2.	No. of Post	Two
3	Mode of Selection	Contract Basis
4.	Salary	Upto Rs.70,000/- per month (Consolidated)
5	Qualification	Candidates should have acquired Degree in Computer Science / Computer Application/ IT or equivalent in relevant subject.
6	Job Description	<p>Post No-1</p> <ul style="list-style-type: none"> <li>• Management of the hardware peripherals, network management including security and networking devices.</li> <li>• Upgrading/installing existing or new software packages,</li> <li>• Co-ordination with various internal and external stakeholders/ agencies to maintain high uptime of network and computers</li> </ul> <p>Post No.2</p> <ul style="list-style-type: none"> <li>• Knowledge of website content update using CMS and office automation.</li> <li>• Design &amp; development of new software applications.</li> </ul>

		<ul style="list-style-type: none"> <li>• Co- ordination with various stakeholders for system analysis and development.</li> <li>• Testing of software to ensure the code and application functionality is error free.</li> <li>• Preparing technical documentation and jasper manuals for software application</li> </ul>
7	Experience	Minimum 3 years of experience.
8	Contract Period	Initially for one year, which may be extended upto a 3 years based on performance.

The last date of submission of application is 10<sup>th</sup> January 2018. Incomplete applications are liable to be rejected. Please apply in plain paper with C.V. and attested copies of the testimonials to the

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