



Advt. No. DIC/Poshan Tracker/01/2025/09

Digital India Corporation
Electronics Niketan Annexe, 6, CGO Complex, Lodhi Road,
New Delhi - 110003
Tel.: +91 (11) 24360199, 24301756
Website: www.dic.gov.in

Web Advertisement
01.09.2025

Digital India Corporation has been set up by the 'Ministry of Electronics & Information Technology, Government of India', to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man. It is a 'not for profit' Company under Section 8 of the Companies Act 2013. The Company has been spearheading the Digital India programme of the Government of India, and is involved in promoting use of technology for e-Governance / e-Health / Telemedicine, e-agriculture, e-Payments etc. The Digital India programme promotes safety and security concerns of growing cashless economy and addresses challenges confronting its wider acceptance. It also promotes innovation and evolves models for empowerment of citizens through Digital initiatives and promotes participatory governance and citizen engagement across the government through various platforms including social media.

Digital India Corporation is currently inviting applications for the following positions purely on Contract/ Consolidated basis for **Poshan Tracker** project: -

| Sr. No. | Name of the Post | No. of positions |
|---------|-----------------------------|------------------|
| 1. | Sr. Consultant - Onboarding | 1 |

**** The place of posting** shall be in Noida or New Delhi but transferable to project locations of Digital India Corporation as per existing policy of Digital India Corporation.

Screening of applications will be based on qualifications, age, academic record and relevant experience. Digital India Corporation reserves the right to fix higher threshold of qualifications and experience for screening and limiting the number of candidates for interview. Only shortlisted candidates shall be invited for selection interviews. Digital India Corporation reserves the right to not to select any of the candidates without assigning any reason thereof.

The details can be downloaded from the official website of DIC viz. www.dic.gov.in

Eligible candidates may apply ONLINE: <https://ora.digitalindiacorporation.in/>



Job Description: Sr. Consultant (Onboarding)

Overview:

We are seeking a dedicated and seasoned Professional, experienced in leading and managing web or enterprise-level application development projects.

A. Roles & Responsibilities

- Lead end-to-end project lifecycle including planning, execution, monitoring, and successful delivery of software development projects.
- Coordinate cross-functional teams including developers, QA, UI/UX, and business stakeholders.
- Define project scope, goals, deliverables, timelines, and resource requirements.
- Ensure projects are delivered on time, within scope and budget, while meeting quality standards.
- Identify project risks and develop mitigation strategies.
- Facilitate daily stand-ups, sprint planning, and retrospectives in agile environments.
- Communicate project progress, dependencies, and issues effectively to stakeholders.
- Oversee integration of third-party APIs, cloud services, and ensure adherence to security standards.
- Maintain documentation and ensure alignment with project governance and compliance guidelines.
- Use tools like Jira, Trello, MS Project, or similar for project tracking and reporting.
- Manage stakeholder expectations and facilitate decision-making at critical project milestones.
- Support budgeting, contract management, and vendor coordination as needed.
- Mentor and guide project team members to foster collaboration, accountability, and performance.

B. Qualification & Experience

- Bachelor's/Master's degree in Computer Science, IT, or related field
- PMP/Agile certification is a plus
- 8+ years of experience in project management roles. Experience managing web or enterprise-level application development projects.
- Familiarity with technologies such as PHP frameworks (Laravel, CodeIgniter), HTML/CSS, JavaScript, REST APIs, SQL/NoSQL databases is preferred.
- Hands-on experience in agile delivery environments.



- Excellent communication, problem-solving, leadership, and stakeholder management skills.

General Conditions applicable to all applicants covered under this advertisement:

1. Those candidates, who are already in regular or contractual employment under Central / State Government, Public Sector Undertakings or Autonomous Bodies, are expected to apply through proper channel or attach a 'No Objection Certificate' from the employer concerned with the application OR produce No Objection Certificate at the time of interview.
2. Digital India Corporation reserves the right to fill all or some or none of the positions advertised without assigning any reason as it deems fit.
3. The positions are purely temporary in nature for the project of Digital India Corporation and the appointees shall not derive any right or claim for permanent appointment at Digital India Corporation or on any vacancies existing or that shall be advertised for recruitment by Digital India Corporation in future.
4. Digital India Corporation reserves the right to terminate the appointments of all positions with a notice of one month or without any notice by paying one month's salary in lieu of the notice period.
5. The maximum age shall be as on the last date of receipt of the applications. Screening of applications will be based on qualifications, age academic record and relevant experience. The designation against the position shall be mapped as per the approved policy.
6. In case of a query, the following officer may be contacted:

Ms. Vinaya Viswanathan
Head- HR
Digital India Corporation
Electronics Niketan Annexe,
6 CGO, Complex Lodhi Road,
New Delhi - 110003
Phone No. 011-24303500, 24360199