

# **NATIONAL INDUSTRIAL CORRIDOR DEVELOPMENT CORPORATION LIMITED**

## Job description for the post of “Manager - Information and Communication Technology (ICT)”

### **COMPANY PROFILE**

National Industrial Corridor project envisions to create a strong economic base with globally competitive environment and state of the art infrastructure to activate local commerce, enhance foreign investments and attain sustainable developments.

The project is conceived to develop a Global Manufacturing, Investment Destination Hub and Smart Cities with the best in-class infrastructure. The concept of formation of Industrial Corridors has been envisaged on the backbone of major transportation corridors like Eastern & Western Dedicated Freight Corridors and some of the recently announced freight corridors i.e. East West, East Coast and North South, Expressways and National Highways, proximity to ports, airports, etc. The objective is to create greenfield smart industrial cities with sustainable, ‘plug n play’, ICT enabled utilities to facilitate the manufacturing investments into the country by providing quality, reliable, sustainable and resilient infrastructure for the industries.

NICDC Ltd intends to recruit an eligible and competent person for the post of “Manager - Information and Communication Technology (ICT)”.

### **JOB DESCRIPTION**

He/she will report to Senior Officials of NICDC. The ICT Specialist plays a crucial role in the effective functioning of the organization's Information and Communication Technology (ICT) infrastructure. They are responsible for maintaining, upgrading, and troubleshooting the organization's hardware, software, and networks to ensure seamless operations across all departments.

### **KEY RESPONSIBILITIES:**

- Responsible for preparing strategic and operational plans, designing, and supervising the implementation for the Information and Communication Technology (ICT) department, ensuring that all necessary ICT infrastructure, platforms, and services—including tools, processes, and systems—are in place to meet the business requirements and contribute to the achievement of the Company's short- and long-term goals.
- Evaluate and validate various ICT proposals related to smart city development, such as network infrastructure (city-wide network), data centers, security and surveillance systems, and integrated city command and control centers.
- Design, develop, implement, and maintain system policies and procedures related to ICT services, including procurement and asset management.
- Develop and manage planning and budgeting for ICT services.
- Explore new ICT opportunities and conduct cost exercises to adopt cutting-edge technologies in coordination with different stakeholders, including State Government/Nodal Government bodies/authorities.
- Prepare scope of work for ICT RFP documents, with an understanding of overall ICT strategy and system architecture including Cost estimate and BoQ (Bills of Quantity).

- Evaluate various ICT components like smart street lighting, smart parking, healthcare, and education-related technology.
- Compare various e-governance initiatives and other smart city business models, terms of reference, scope of work, and design of ICT systems or sub-systems.
- Provide inputs and assistance to SPVs/PMCs/ICT consultants for document preparation, drawing from the experiences of other nodes in advanced stages of implementation.
- Evaluate and validate the approach and methodology of ICT projects, including projects such as the Logistics Data Bank project, Unified Logistics Interface Platform, and PM Gati Shakti and IICC, Dwarka Project.
- Exercise control and monitoring over corporate ICT project progress.
- Oversee ICT special projects, including planning, scheduling, managing, and progress reporting for ICT implementations.
- Provide necessary support for ICT-related project-specific support such as websites, emails, and other applications, with proper plans to host/migrate to secured NIC cloud infrastructure and related activities following GOI guidelines.
- Prepare responses for Government Department/Ministry correspondences and follow up on ICT-related matters such as data management and analytics, advisories related to GOI guidelines, IT security, Cyber security and compliance.
- Ensure timely maintenance as per office maintenance schedule, diagnosis the system and replace the item as per requirements.
- Preparation of Project feasibility report/detailed project report, technical specification and Bid evaluation.
- Assisting in project structuring on PPP Mode/EPC or any other.
- Any other work assigned by the management.

### **MINIMUM REQUIREMENTS**

1. **Nationality:** Candidate from Indian nationality only.
2. **Age:** Candidate should not more than 35 years as on date of advertisement.
3. **Educational Qualification:** Should be BE/B.Tech in Computer Science/ Information Technology/ Electronics and Communication Engineering from reputed and recognized university or institution with good academic record.
4. **Experience:** Minimum 07 years of post- qualification experience.

### **KNOWLEDGE AND SKILLS**

- The candidate should have working and managing experience as an IT manager or relevant experience.
- Excellent knowledge of technical management, information systems and of computer hardware systems including Servers, Storage and Information Security.
- Experience in managing large ICT infrastructure, services and projects with broad understanding of City-wide network, Data Centre, System Architecture.
- Good understanding of Application Architecture and Database Management System
- Good understanding of e-Governance domain and Government bidding processes.
- Demonstrated ability to manage budgets.

- Project Management Information Systems.
- Must possess understanding of Planning and Implementation of Multifunctional nature of Industrial and Infrastructure projects.
- Skills in organizing resources and establishing priorities.
- Ability to contribute to knowledge management systems and procedures.
- Decision making and Analytical ability.
- Ability to foster collaborative work environment in a multi-cultural and multi-ethnic environment.
- Strong interpersonal skills and the ability to work effectively with wide range of constituencies in a diverse community.
- Ability to communicate effectively, both orally and in writing.
- Knowledge of procurement through GeM and CPP portal
- IT infrastructure management.
- Knowledge of preparation of Tender document, processing of proposal timely and execution of work.

### **DESIGNATION & JOB LOCATION**

The designation shall be “Manager - Information & Communication Technology” and the job location will be in Delhi/ NCR but may require frequent travel to National Industrial Corridor States.

**PAY SCALE:** The post is in the IDA Pay Band of Rs.60,000-3%-1,80,000/-.

### **HOW TO APPLY**

Duly filled application form along with the resumes may be uploaded on the Company's website i.e., [www.nicdc.in](http://www.nicdc.in) (Careers> Current Opening>Apply Online) till 03<sup>rd</sup> July, 2024 by 17:00 HRS. Applications received through any other mode shall be summarily rejected.

**SELECTION PROCESS:** A Selection Committee will be constituted to shortlist, interview and recommend the candidate.

**DISCLAIMER:** This is not a Government job as NICDC is not a Government Company.