

10. CONTACT DETAILS:

a. Postal address: _____

_____ (Pin Code)_____

b. E-mail: _____

c. Mobile (Cell Phone) No.: _____

11. Relevant Certification, if any _____

12. List of Enclosed Documents:

- a)
- b)
- c)
- d)
- e)
- f)
- g)
- h)

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that any information given in this application is false/ incorrect or that I do not satisfy the eligibility criteria according to the Board, my candidature /appointment is liable to be cancelled/ terminated. I have read and understood the stipulations given in the advertisement and hereby undertake to abide by them.

PLACE:
DATE:

(Signature of the Applicant)

Name: _____

Note: The candidate can use the separate sheet for additional information, if required.

National Informatics Centre Services Incorporated
(A Government of India enterprises under NIC)
Ministry of Electronics & information Technology

NOTIFICATION FOR APPOINTMENT AS CYBER SECURITY EXPERT ON
CONTRACTUAL BASIS

1. **National Informatics Centre Services Incorporated (NICSI)** a section 8 company under the Companies Act, 2013 providing and procuring IT solutions for multiple e-governance projects for various Ministries/Department for more than 27 years, having its head office in Delhi, invites applications for the post of **Cyber Security Expert on Contractual basis**.

2. **Schedule of events:**

Last Date for Applications: March 07, 2024 (till 18:00 hours)

3. **Eligibility Criteria/Job profile:**

I.	Post	Cyber Security Expert
II.	No. of Post & Location	Two (2) at Delhi
III.	Age as on 31.01.2024	Below 35 years
IV.	Education Qualifications	<ul style="list-style-type: none">➤ Bachelors or Master's degree in Computer Science, Cyber security, or a related field.➤ Certifications in relevant security domains, such as CISSP, CEH, or CISM will be preferred
V.	Work Experience	Experience of 3 - 5 years as Cyber Security Expert
VI.	Job Profile	<ul style="list-style-type: none">➤ Determine security violations and inefficiencies by conducting periodic audits➤ Developing and implementing security policies and procedures for the software product, including security standards, guidelines, and best practices.➤ Conducting risk assessments and vulnerability testing on the software product and recommending mitigation strategies to address identified security risks.➤ Managing the implementation of security controls, such as access controls, encryption, and firewalls, to protect the software product and its data.➤ Monitoring and analyzing security logs and events to identify potential security breaches and taking appropriate actions to contain and mitigate them.➤ Ensuring compliance with relevant laws and regulations, such as data privacy and security regulations, and industry standards, such as ISO 27001.➤ Collaborating with cross-functional teams, including product development, IT, and legal, to ensure that security requirements are integrated into the software product development lifecycle.➤ Conducting security awareness training and education for employees and stakeholders to promote a culture of security.➤ Responding to security incidents and managing the incident

		<p>response process, including communication with stakeholders and reporting to management and regulatory bodies.</p> <ul style="list-style-type: none"> ➤ Upgrade our network and infrastructure systems and Implement and maintain security controls
VII.	Other Requirements	<ul style="list-style-type: none"> ➤ Experience in designing, implementing, and managing security controls, such as access controls, encryption, and firewalls. ➤ Knowledge of security standards and frameworks, such as ISO 27001, NIST, or CIS. ➤ Experience in conducting security assessments, including vulnerability testing and penetration testing, and recommending mitigation strategies. ➤ Familiarity with DevOps methodologies and practices, and experience in integrating security into the software development lifecycle. ➤ Strong programming skills in one or more languages, such as Python, Java, or C++, and experience in developing secure code. ➤ Excellent analytical and problem-solving skills, with the ability to identify and analyze security issues and recommend solutions. ➤ Strong communication and collaboration skills, with the ability to work effectively with cross-functional teams, including developers, operations, and management. ➤ Single point of contact for Cyber Security at NICSI. Must have technical expertise on all security components/ infrastructure in vogue
VIII.	Preferable	Preference will be given to the candidate who has experience in dealing with Government organizations/PSU/Autonomous Bodies etc.
IX.	Term Of Contract	The selected candidate will be appointed initially for a period of 2 years, which is extendable subject to the performance of the candidate. The Contract may be terminated at the discretion of the management during the valid period of contract, and/or in the event of unsatisfactory performance.
X.	Pay Compensation	The remuneration will be as per industrial standard or mutually agreed between the Company and the Candidate.
XI.	Leave	During the period of contractual engagement the candidate will be eligible to avail Leave @ 1 day for each completed month, maximum 12 days over a period of 12 months, without carry forward facilities of accumulated leave. Leave may be availed not exceeding 4 days at a stretch. Any other absence shall be treated as on Loss of Pay affecting the Fixed Component of the compensation package. The accumulated leave will not be en-cashable.
XII.	Selection Process	Selection will be through interview & personal interaction on the basis of eligibility, experience, qualification & performance during interview/interaction. The Internal Committee will make a preliminary screening of the applications for making, if necessary, a short-list of eligible candidates to be called for the interview. Hence, merely fulfilling the minimum requirements laid down for the post would not automatically entitle any candidate for interview. Similarly, just appearance in the interview does not qualify a candidate for the job.

Mode of Application: Candidates are required to send a proper filled in application form placed in Annexure-I along with necessary documents to the Company on or before March 07, 2024 (till 18:00 hours) through email at hr-nicsi@nic.in. In case any point is not applicable, kindly mention “NA”. Company will reject incomplete or improper applications or applications received after the deadline.

4. Candidates will require to submit following documents:

- Brief Resume
- Proof of Date of Birth
- Educational Certificates: Relevant Mark-Sheets/ Degree/ Certificate
- Experience certificates
- ID Proof
- Form-16
- Recent Photograph
- Signature

5. Expenses: The Cyber Security Expert shall be reimbursed all expenses reasonably incurred in the execution of and in relation to his/her duties subject to the submission of proper receipts/vouchers. Such expenses may include reasonable hotel, travel and incidental expenses. Such expenses will be reimbursed as per 7th pay commission and equivalent of post in NICS. I.

6. Probation: The Cyber Security Expert will be on probation for the first six months from the date of appointment and after which his/ her performance would be reviewed. The Company and Cyber Security Expert may terminate the Agreement by giving one (1) month advance notice during the probation period.

7. Termination: Termination by mutual consent: The Company and Cyber Security Expert may, by mutual agreement expressed in writing, terminate Employment Agreement at any time.

The Cyber Security Expert shall notify the Company in writing three (3) months in advance in case he/she wants to terminate his/her employment agreement. Similarly if the Company intends to terminate his/her employment Agreement, the Company shall give the Employee not less than three (3) months notice in writing.

The Cyber Security Expert shall have no right to compensation for the termination of his/her employment or the loss of any office and shall only be entitled to payment of such fees and expenses as have accrued at the date of termination.

8. Miscellaneous: Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Delhi only.