

## Expression of Interest (EOI)

Expression of Interest (EOI)/Applications (alongwith Resume and necessary details) are invited from interested individuals/professionals for providing consultancy services on Part Time basis as Network & Security Consultant, with presence for a minimum of 48 hours per month on-site i.e. NDC, ORGI at Shastri Park, Delhi (or any other office located within Delhi, as desired by concerned officer of ORGI), or off-site (at the discretion of ORGI with prior approval). In general, the consultant may be required to work full day (normal office hours i.e. 8 hours) / half day (i.e. 4 hours), as per requirement of ORGI. However, in case of emergency, consultant should be available on call/ virtual meeting on/ or beyond office hours. The services are required initially for a period of 12 months, which may be extended further, depending upon the job requirement and satisfactory services provided. The eligible candidate meeting the following educational & experience criteria, and fulfil given job requirement, should respond with Latest Resume, necessary work & experience details alongwith scan copies of the supporting documents at the email: [edp.rgi@gov.in](mailto:edp.rgi@gov.in).

### **A. Educational Qualification:**

Essential: Regular & Full Time Graduate Engineer (B.E./ B. Tech. in Electronics/ Electrical)

Desirable (Management skills): MBA/ PGDBM

### **B. Experience (Post Qualification):**

1. More than 15 years of experience in Network Security Domain.
2. More than 10 years of experience with IT Security OEMs, preferably in Network and Application Security.

### **C. Job Requirement:**

The Consultant is required to advise, guide and assist Senior Technical Director/Technical Director and the team of concerned officers (looking after the matters of equipment, related software etc. installed at NDC, ORGI) in managing the next generation data centre infrastructure in regular activities including, but not limited to:

- 1) Plan, direct, maintain and coordinate network installation, and its maintenance & operations;
- 2) Manage team and create troubleshooting and maintenance protocols.
- 3) Advise & guide the team to configure, monitor, troubleshoot, and solve problems.
- 4) Overseeing the operations of the enterprise's security solutions through management of the organization's security analysts.
- 5) Establishing an enterprise security stance through policy, architecture and training processes.
- 6) Ensuring security solutions have been applied appropriately, and oversight of any vulnerability audits and assessments.
- 7) Expected to interface with peers in the Systems & Network departments as well as with the leaders of the business units to both share the corporate security vision with those individuals and to solicit their involvement in achieving higher levels of enterprise security through information sharing and co-operation.
- 8) Advising & guiding for researching the latest information technology security trends.
- 9) Assistance in monitoring organization's networks for security breaches and investigate violations when they occurs.
- 10) Assist, guide, advise and help to design, implement, and maintain the organization's cyber-security plan.
- 11) Assist, guide, advise and help to develop and direct implementation of security standards and best practices for the organization.

- 12) Assist, guide and advise in installation and use of security tools (e.g., firewalls, data encryption), to protect sensitive information.
- 13) Advise security enhancements to IT Management.
- 14) Assist, guide, advise and help computer technicians, end users when they need to install or learn about new security products and/or procedures.
- 15) Ensure that IT security audits are conducted periodically or as needed (e.g., when a security breach occurs).

**D. Others:**

- a.) **Applicant should not be a fulltime employee in any organization.**
- b.) **Place of posting:** National Data Centre, Office of Registrar General, India, MHA, Shastri Park, Delhi.
- c.) **TA/DA:** No Travelling & Dearness allowance will be provided for attending the duty at site.
- d.) **Remuneration:** Will commensurate with the best in the industry and subject to the mutual agreement.
- e.) **Period:** The services is needed initially for a period of minimum 12 months, but may be reviewed for further extension, depending upon the successful services provided by the consultant and the requirement of the ORGI existing at the time of such review.
- f.) **Age:** Not exceeding 50 years as on 01/09/2021.
- g.) **Language:** Well conversant in speaking English and Hindi, and should be able to prepare guidelines/diagrams/procedure/SOP, as per job requirements.
- h.) **Documents needed:** Scan images of self-certified copies of all relevant documents pertaining to Age, Educations & Professional Qualification, Experience, Certifications etc. to be submitted alongwith the Application in the prescribed format (attached herewith) and latest Passport Size Photographs.
- i.) **Time for reporting:** At least 24 hours prior intimation (by email and phone) will be given to the consultant, to attend the office/issue. Failure to attend the office within 48 hours of intimating, will attract penalty. Sunday/Gazetted Holiday falling in-between, will not be counted.
- j.) **Payment:** Will be paid on monthly basis through electronic transfer to the Account of the consultant, subject to submission of Satisfactory Performance Certificate issued by concerned officer from NDC, ORGI.
- k.) **Deductions/Penalty:** Failure to attend the office will lead to deduction on account of penalty @10% (for each failure) of the Monthly Bill. After three such failure in a month will lead to increase the penalty to 25% (for each failure). In case of three failures in two consecutive months (each) will lead to cancellation of the contract.

**E. Mode of recruitment:** The documents of eligible candidates will be scrutinised by the committee and selected candidates meeting the criteria will be called for personal interaction. The candidate will be selected by giving weightage on educational and work experience, and checking the actual exposure and knowledge on various required fields/domain (as claimed in the resume & supporting document, through personal interaction).