Ref.No.SOL/Estab.II/2014/
Dated: 2nd December, 2014

Applications are invited for the following posts purely on contract basis for a period of six months, extendable for a further period of six months:

(1) System & Network Administrator – 1

Essential Qualification and Experience:
MCA/B.E./B.Tech./M.Sc.(Informatics) or equivalent in Computer Science or related discipline from the recognized University / Institution. At least four years of System and Network Administration experience in an organization for general domain system administration with user accounts management, network administration security administration, and web-server and database administration.

Desirable Qualifications:
Microsoft MCSA, Cisco CCNA, CISSP and /or any other equivalent certifications.

Duties:
Primary duties will include installation and maintenance of servers, desktop, security devices and other network component in medium sized Windows Active Directory based domain, ensuring that the whole network works efficiently without any threat of viruses, security breaches or any other interruption to the network. Other duties may include developing scripts, System related project management, supervision of junior computer staff, backups of systems and other important data and should be able to provide technical support for all computer related activities of SOL.

(2) Web Site Designer – 1

Essential Qualification and Experience:
MCA/B.E./B.Tech./M.SC.(Computer Science) or equivalent from the recognized University / Institution. At least four years of Experience in developing and maintaining websites and web-based applications.

Skills:-

Expert for CSS3, Dreamweaver, Photoshop, Adobe Flash, HTML5 and mobile ready apps. Sharp enough to maintain our website as per latest trends.

(3) Database Administrator – 1

Essential Qualification and Experience:
MCA/B.Tech./B.E./M.SC.(Computer Science) or equivalent from the recognized University / Institution with OCP certification for oracle 10G/11G and at least 4 years of experience in the relevant ORACLE (RDBMS) area.

Skills:-

- Provide a strategic database direction for the organization
- Ensuring that databases meet user requirements
- Managing and implement database security/integrity and backup procedures, keeping databases up to date(create and maintain users and roles, assign privileges)
- Testing and modifying databases to ensure that they operate reliably
- Writing disaster recovery plans
- Establish and maintain sound backup and recovery policies and procedures
- Perform database tuning, application tuning and performance monitoring
- Plan growth and changes (capacity planning)
- Perform general technical trouble shooting and give consultation to development teams
- Patch Management and Version Control
- Oracle 10g or 11g RAC Certified (Preferred)

(4) Application Expert / Programmer – 5 (3 .NET+Oracle and 2 PHP+MySQL)

Essential Qualification and Experience (for all the 5 posts) :
MCA/B.Tech./B.E./M.SC.(Computer Science) or equivalent from the recognized University / Institution with at least four years of experience.

Desirable Qualification: For .NET + Oracle: (3)

 MCAD/MCSD (.net technologies)

Skills: -

.NET 4.x. Crystal Reports and ability to integrate and write procedures for RDBMS such as Oracle. Technology expert for CSS3,AJAX, JQuery, Dreamweaver, Photoshop, Adobe Flash, HTML5. PHP and mobile ready apps. Knowledge of web services and API Interface. Thorough Knowledge on MVC Patterns and OOPS.

For PHP + MySQL: (2)

Skills:-

PHP & MySQL or any RDBMS, various open source frameworks. Strong knowledge of JavaScript, XHTML, CSS, AJAX, JQuery, SQL. Knowledge / Experience in Moodle, Joomla, Drupal or any Learning Management System / Content Management System.

Remuneration (For all above mentioned posts from Sl.No.1 to 4):- Rs. 35,000 – Rs.40,000/

(5) Technical Assistant – Developer (.NET+Oracle) - 1

Essential Qualification: B.Sc. (Computer Science)/ BCA or equivalent from the recognized University / Institution with minimum two years of experience in developing and maintaining .NET application with oracle 11G backend

OR

MCA/B.Tech/B.E./M.Sc. (Computer Science) or equivalent.

Skills: .NET, Crystal Reports and ability to integrate and write stored procedures for RDBMS such as Oracle Technology. Knowledge of MS-Office and Foxpro.

(6) Technical Assistant (Hardware & Networking) - 1

Essential Qualification: First class Diploma in Engineering in relevant field from the recognized University / Institution with excellent academic record (Technical Assistant / Junior Engineer) with two years experience in computer hardware and networking.

OR

B.E./ B.Tech. in relevant field from a recognized University or Institute.

(7) Technical Assistant (Graphics & Animation) - 1

Educational Qualification : Graduation with diploma in Animation & Designing from the recognized University / Institution.

Skills: Knowledge of FLASH, PHOTOSHOP, 3D Studio Max, HTML5, CSS, Javascript.

(8) Jr.Assistant-cum-Typist (Bilingual) - 1

Essential Qualification: 10+2 pass from the recognized Board / Institution with typing speed 40 words per Minute in English and 30 words per Minutes in Hindi on the Computer.

Skill: Thorough knowledge of Word processing.

Remuneration (For above mentioned posts from Sl.No. 5 to 8 is Rs. 13,200/- p.m.)

(9) Technician (System & Networking)   - 1

Educational Qualification: Matric pass with at least 60 % marks and ITI Certificate of 2 years duration in appropriate trade (Technician) from the recognized Institution.

OR

Senior Secondary (10+2) from a recognized Board and ITI course of one year or higher duration in appropriate trade (Technician).

OR

Diploma in Engineering of three years duration from a recognized polytechnic / Institute (Technician).

Remuneration for the post at Sl. No. 9 is Rs.8,000/- p.m.

(10) Consultant (Library and Documentation) - (1)

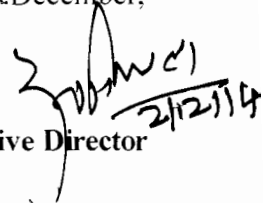(a) **Job profile**: May involve all or some of the following roles : -

- Coordinate and manage the work of Library, SOL in dealing with matters related to Library, proper storage of books, purchase of books, and automation of Library etc.

(b) **Qualifications, Knowledge and skills required**

- The applicant should have retired as Deputy Librarian / Assistant Librarian from the Library of a Govt.College / University.

- Working Knowledge in open and distance learning system

Remuneration for the post at Sl.No.10 is Rs. 40,000 – 50,000/- p.m.

The applications may be submitted online in the prescribed format available on the SOL website https://sol.du.ac.in duly filled in all respects. The print out of the filled-in application duly signed along with a recent passport size photograph and self-attested copies of the testimonials and experience certificates may be sent to the Assistant Registrar (Establishment), School of Open Learning, University of Delhi, 5-Cavalry Line, Delhi-110007. The last date of receiving applications in all respects is 24 December, 2014.

Executive Director