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कार्यालय

"उत्तराखण्ड वन–सदैव आपके संग"

मुख्य वन संरक्षक, अनुश्रवण,मूल्यांकन,आई0टी0 एवं आधुनिकीकरण।

वन भवन, 85/87, राजपुर रोड़, उत्तराखण्ड, देहरादून।

पत्रांक– *I/148242/ 2025*   देहरादून   दिनॉकः *03* फरवरी, 2025 ।

ADVERTISEMENT FOR THE POST OF SYSTEM MANAGER & DATABASE ADMINISTRATOR

Applications are invited from eligible candidates for engagement as System Manager & Database Administrator purely on contractual basis, under Information Technology and Geoinformatics Centre of Monitoring, Evaluation, IT & Modernization Uttarakhand Forest Department for various works related to Forest Management & Monitoring and maintaining forest database and applications. The name of position, essential/desirable qualification, age limit, monthly consolidated emoluments and other terms and conditions are given below:-

A. Position: **System Manager**

1. **Total Number of positions:**   **01**
2. **Qualifications and Requirements:**

   2a Essential Qualification:
   a. MCA/B.Tech/M.Tech/MSc. in Computer Science/ Computer Application/Information Technology, from a recognized University.

   2b Desirable Qualification:
   a. Certified system Administrator and CCNA (Cisco Certified Network Associate) Certification, Python Development Training, Java Certification course etc., will be given weightage.

   2c Essential Experience:
   a. At least Two years of Experience in IT Systems/ Infrastructure Development in multiuser environment.
   b. Excellent programming skills in development of web applications and mobile based applications
   c. Excellent knowledge of technical management, information analysis and of computer hardware/software systems. Hands-on experience with computer networks and network installation knowledge.
   d. Sufficient understanding of Managing, Installation & Troubleshooting of Network Switches, Routers, Firewalls, Modem, EPBEX, CCTV & IT Equipments server equipments etc.

   2d Desirable Experience:
   a. Strong analytical and problem-solving skills, especially in data interpretation and programming.
   b. Excellent communication skills, both written and verbal.

3. **Upper Age limit:** 35 Years as on 01-07-2024. Relaxation in upper age limit for SC/ST/OBC/Women candidates as per Uttarakhand State Government rules.

4. **Job Description:**

The candidate will be responsible for:

    a. Development/customization of Applications & Softwares to meet department's requirements

    b. Maintaining & Procurement of IT and other equipment for IT Labs of Forest Department

    c. Managing and Maintaining dynamic website and other applications.

    d. Understanding emerging technologies and systems to enhance technology services.

    e. Controlling and evaluating IT and electronic data operations.

    f. Setup and maintain security protocols/Firewall management & Obtaining Necessary Licenses and certificates.

    g. Ensure security of data, network access and backup systems/servers.

    h. Review and Troubleshoot Software & Hardware Problems, Network and Internet related issues etc.

    i. To manage the configuration and operation of the Web server.

    j. To ensure that storage and archiving procedures are functioning correctly (for this he/she would create and verify backups of data of server).

    k. To ensure proper installation, configuration, up gradation and migration of database server software and related products.

    l. Any other role assigned by CCF MEIT&M

5. **Emolument**

Consolidated Emolument Rs. 51,473/- per month. (This may be subjected to revision by the competent authority).

B. Position: Database Administrator

1. **Total Number of positions:**   **01**
2. **Qualifications and Requirements:**

2a Essential Qualification:

    a. MCA/B.Tech/M.Tech/MSc. in Computer Science/ Computer Application/Information Technology from a recognized University.

2b Desirable Skills:

    a. Software Applications /Database- PHP, .NET, MySQL, JQuery, web designing. Certificate in Data Security, programming languages etc., from a recognized institute.

    b. Certificate/Working knowledge of SQL/Oracle and other database management systems (DBMS).

2c Essential/ Desirable Experience:

    a. A minimum of 2 years experience in large Database architecture and web/DB development using VB, ASP, Java, JSP, Net, SQL Server/Oracle, DBA app. Development on Android, IOS & Windows with knowledge of Hardware and Networking.

    b. Experience with cloud-based databases and migration strategies.

    c. Experience with application development.

3 Upper Age limit: 35 Years as on 01-07-2024. Relaxation in upper age limit for SC/ST/OBC/Women candidates as per Uttarakhand State Government rules.

4. Job Description:

The proposed Database Administrator will be responsible for:

a. Development and maintenance of online applications.

b. To provide technical support for both hardware and software issues.

c. Develop customized software to meet department's requirements.

d. To manage the configuration and operation of the Web server.

e. To ensure that storage and archiving procedures are functioning correctly (for this he/she would create and verify backups of data).

f. To ensure proper installation, configuration, up gradation and migration of database server software and related products.

g. Any other role assigned by CCF MEIT&M.

5. Emolument

Consolidated Emolument Rs. 40,035/- per month. (This may be subjected to revision by the competent authority).

C. Tenure:

The tenure is initially for a period of 11 months. The work of candidate will be evaluated and if found satisfactory, his/her tenure may be extended further as per the requirement of forest Department.

D. Mode of Application:

Candidates must submit the application in the format attached with this advertisement along with the following documents:

1. Self attested copy of certificate of Identification.

2. Self attested copies of educational qualification from matriculation onwards.

3. Self attested copies of knowledge and work experience certificate, if any.

4. All other relevant supporting documents.

E. Mode of Selection:

Applications received will be scrutinized and short listed candidates will be called for written/hands-on test and interview before the selection committee as constituted by PCCF (HoFF), Forest Department. No TA/DA will be paid for attending the selection process. The decision of the Committee will be final and binding. The committee reserves the right for withdrawal/cancellation of candidature of one or all without assigning any reason.

The application with complete documents must be submitted to -
Address-
Office of Chief Conservator of Forests,
Monitoring Evaluation, IT & Modernization
85, Rajpur Road, Dehradun,
Uttarakhand-248001
E-mail id of the office forest.itcell@gmail.com, ccf_monitoring@rediffmail.com

F. Last date for submission of application: 28-02-2025 (by speed post/registered post/by e-mail as provided above in point E)

Signed by
Rahul
Chief Conservator of Forests,
Monitoring Evaluation, IT & Modernisation
Date: 03-02-2025 11:19:27

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APPLICATION FORM FOR ENGAGEMENT OF SYSTEM MANAGER / DATABASE ADMINISTRATOR

(Same form is applicable for both the posts, form must be filled carefully. Incomplete form is liable to be rejected.)

Name of the Post Applied for:

1. **Name (in block letter):**

2. **Date of birth:**

3. **Nationality:**

4. **Father/Husband's name:**

5. **Correspondence address (in block letter):**

6. **Mobile/Ph.No:**   7. **e mail id:**

8. **Permanent address:**

| Latest Passport Size Photo |

9. **Particulars of Educational qualifications (starting with matriculation onward):**
(Attach self-attested photocopies of mark sheets etc.)

S.N.	Examination Passed	Year of Passing	School/College/University	Subject	Division	Percentage of Marks

10. **Particulars of Professional Qualifications:** (Attach self-attested photocopies of Certificate/Diploma etc.)

S.N.	Certificate/Diploma	Duration	Institute/College/University	Year of Passing	Percentage of Marks

11. **Details of Work Experience:-**

Date:

Place: 4   **Signature of the Candidate**