KARMAYOGI BHARAT

[A Government Company registered u/s. 8 of the Companies Act, 2013 under administrative control of Department of Personnel & Training, Govt of India]
{CIN - U80301DL2022NPL393046}
Parsvnath Capital Tower 7th Floor, Bhai Vir Singh Marg, Sector 4,
Gole Market, New Delhi- 110001

ADVERTISEMENT FOR THE POST OF DATABASE ADMINISTRATOR UNDER KARMAYOGI BHARAT, NEW DELHI

Karmayogi Bharat is a Special Purpose Vehicle (SPV) set-up under Section 8 of the Companies Act, 2013 by Department of Personnel and Training as a 100% Government owned not-for-profit Company under National Programme for Civil Services Capacity Building (NPCSCB) – "Mission Karmayogi".

The Company will be responsible for owning, managing, maintaining and improving the digital assets, i.e., iGOT-Karmayogi (Integrated Government Online Training) digital/e-learning platform, including the IPR of all software, content, process etc. on behalf of Government with an annual subscription-based revenue model. iGOT Karmayogi is a comprehensive online platform that has resources for online, face-to-face and blended learning. The platform will be a one stop shop for all capacity development needs of the India's civil services, providing them with resources for continuous-anytime-anyplace learning, a guided path for life-long learning with access to a vast repository of learning content, and insights on individual learning needs and outcomes.

The SPV is also implementing e-HRMS 2.0 which aims to provide an integrated platform for managing employee profiles, deputation, salary slips, vigilance, e-sign, VRS, Notifications, implementation of Chat Bot with the help of Generative AI (Gen AI) and many more services. The upgraded system intends to automate the entire HR process, improve efficiency and reduce errors. The project is guided by the DoPT, aims to enhance the Human Resources Management system for Government Employees.

SPV Karmayogi Bharat invites applications from eligible candidates for recruitment to the following position(s) under e-HRMS 2.0 on contractual basis:

Sl. No.	Name of Post	Total Post
1.	Database Administrator	1

The remuneration would be based on the qualifications and experience of the candidate and as per industry norms. The job description of the post has been attached as **Annexure I**.

For further details, please visit Karmayogi Bharat's website https://igotkarmayogi.gov.in. Eligible applicants can apply by submitting their applications by email at careers.karmayogi@gov.in, including Application form, CV, documents of qualification, experience, age proof ,current employer offer letter, Salary slips etc. by 7th March 2026. Incomplete and date bar applications will not be considered. All documents are mandatory in nature. Only short-listed candidates will be invited for the interview/selection process.

Application Form

To
The Chief Executive Officer (CEO)
Karmayogi Bharat
New Delhi – 110 001

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Passport
Size
Photo

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Subject – Regarding appointment of _____Post

Reference – Dated _____advertisement in this website of _____

Respected Sir/Ma'am,

As per the contextual advertisement, I declare that I hold the necessary academic qualifications for the Post of _____and I submit the details as follows:
1. Full Name: _____
2. Full Address (pin code): _____

_____
3. Mobile No. _____
4. Date of Birth: _____(DD/MM/YY)
5. Gender: Male / Female
6. E-mail Address: _____

7. Details of the Educational Qualification held by the Applicant

S.No.	Educational Qualification	Passing Year	Marks	Percentage

8. Employment History in chronological order (Attach separate sheet in following format, if necessary)

Name and Address of employer/Organization	Period of service From To	Designation of the Post held	Remuneration	Detailed description of work	Reason of leaving each post

9. Professional Trainings/Certifications

Organization	Details of Training/Certification	Period	
		From	To

Declaration: I hereby solemnly declare that all the above-mentioned statements are true and correct to the best of my knowledge and belief. Nothing is false or has been concealed/ distorted. If at any time I am found to have concealed / distorted any material/ information, my appointment shall be liable to termination without notice.

Place: _____   Signature of Applicant: _____
Date: _____   Name of the Applicant: _____

JOB PROFILE			
DESIGNATION	Database Administrator	**JOB LOCATION**	New Delhi
DIVISION/DEPARTMENT	E-HRMS	**REPORT TO**	Chief Technology Officer
JOB SPECIFICATIONS			
JOB PURPOSE	The Database Administrator for the electronic Human Resources Management System (eHRMS 2.0) will be responsible for managing, maintaining, and securing the databases that support the HR technology infrastructure. The role involves ensuring data integrity, availability, and performance of the eHRMS 2.0 databases while adhering to security and compliance standards.		
ROLE & RESPONSIBILITY	**1.** Database Management: ● Design, install, configure, and maintain databases supporting the eHRMS 2.0, ensuring optimal performance and reliability. ● Perform database upgrades, patches, and migrations to keep the system up-to-date and secure. 2. Data Security and Integrity: ● Implement and maintain database security protocols, access controls, and encryption mechanisms to safeguard sensitive HR data. ● Monitor database activity and perform regular audits to ensure data integrity and compliance with regulatory requirements. 3. Performance Optimization: ● Identify and resolve database performance issues through monitoring, tuning, and optimization strategies. ● Implement efficient indexing and query optimization techniques to enhance system performance. 4. Backup and Recovery ● Develop and maintain backup and recovery plans to ensure the availability and integrity of HR data in case of system failures or disasters. ● Test and validate backup and recovery procedures regularly to minimise downtime. 5. Troubleshooting and Maintenance: ● Troubleshoot database-related issues, including data corruption, connectivity problems, and performance bottlenecks. ● Perform routine maintenance tasks such as database reorganisation, data archiving, and capacity planning. 6. Documentation and Reporting:		

	- Maintain comprehensive documentation related to database configurations, procedures, and best practices. - Generate reports on database performance, usage trends, and system health.
JOB QUALIFICATION & REQUIREMENT	
EXPERIENCE REQUIREMENTS	- Certifications in database administration (e.g., Oracle Certified Professional, Microsoft Certified Database Administrator). 6+ Years Experience with cloud-based databases and migration strategies w.r.t. SQL Server, Postgres , MongoDB - Familiarity with HR systems or eHRMS 2.0 platforms.
EDUCATION REQUIREMENTS	Bachelor's degree in computer science, Information Technology, Database Administration, or related field required; Master's Degree preferred, particularly beneficial for higher-level or specialized positions.
REQUIRED SKILLS/COMPETENCIES	User Interface (UI) Design | Front-End Development | Visual Design and Branding | Usability Testing and Optimization | Collaboration and Communication

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