PHARMACY COUNCIL OF INDIA
(Constituted under the Pharmacy Act'1948)

E-MAIL	: registrar@pci.nic.in	**NBCC Centre, 3rd Floor,**
	digi@pci.nic.in	**Plot No.2, Community Centre**
WEBSITE	: www.pci.nic.in	**MaaAnandamai Marg Okhla Phase I**
Phone. No.	: 011-61299900-03	**New Delhi – 110 020**

Ref.No.1-16/2018-PCI **7259**

E-mail/Speed-post   **1 7 DEC 2019**

The Assistant Director (Advertising)
Employment News,
Publication Division
M/o Information & Broadcasting Govt. of India
Soochna Bhawan. VII Floor,
CGO Complex, Lodhi Road
New Delhi-110 003.

Email: director.employmentnews@gmail.com

Sub: **Advertisement of Positions on contract basis- regarding.**

Sir,

The Pharmacy Council of India an autonomous body under the Ministry of Health & Family Welfare, Govt. of India intends to advertise the positions of System Administrator and System Analyst on full time and purely on contract basis in the Employment News. The text of the advertisement is enclosed as **Appendix-I**. You are requested to advertise these positions in the next edition of Employment News on DAVP rates and the bill thereof may be sent to this Council for payment.

Yours faithfully

(ARCHNAMUDGAL.)
Registrar-cum-Secretary

Ishani/1-16/Ishani-HD/P-72/10.12.19

PHARMACY COUNCIL OF INDIA
(A STATURTORY BODY OF MINISTRY OF HEALTH & FAMILY WELFARE)

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WEBSITE : www.pci.nic.in

NBCC Centre, 3rd Floor,
Plot No.2, Community Centre
Maa Anandamai Marg Okhla Phase I
New Delhi – 110 020

Ref.No.14-135/Pt. II/17-PCI

ADVERTISEMENT NO. 14-135/Pt. II/17-PCI

The Pharmacy Council of India intends to engage the following personnel's on full time and purely on contract basis initially for a period of one year which can be extended as per the requirement of the Council.

Name of position	System Administrator
No. of position	One
Qualification	BE/BCA/MCA
Experience	6 to 10 years
Remuneration	Rs. 60,000/- per month
Age	Not exceeding 35 years as on 31.12.2019
Responsibilities and Skills required	Responsibilities and Skill requirements (Hard and Soft) are enclosed as **Annexure-I.**

Name of position	System Analyst
No. of position	One
Qualification	BE/BCA/MCA
Experience	3 to 5 years
Remuneration	Rs. 40,000/- per month
Age	Not exceeding 35 years as on 31.12.2019
Responsibilities and Skills required	Responsibilities and Skill requirements (Hard and Soft) are enclosed as **Annexure-II.**

The interested candidates may apply on the prescribed proforma in **Annexure-III** to the following address within 30 days from the date of publication of this advertisement.

Pharmacy Council of India,
NBCC Centre, 3rd Floor,
Plot No.2, Community Centre,
Maa Anandamai Marg,
Okhla, Phase-I,
New Delhi – 110 020.

2/-

General Terms & Conditions

(i) No TA/DA will be paid for appearing in the interview.

(ii) **Allowances:**
The candidates shall not be entitled to any allowance such as DA, HRA, Transport allowance, Medical reimbursement etc.

(iii) The application, complete in all respects must reach this Council within 30 days from the date of publication of advertisement in the Employment News. The applications received after the last date will be summarily rejected and filed.

(ARCHNA MUDGAL)
Registrar-cum-Secretary

Job Description:

Position: System Administrator, Experience: 6-10 years, Qualification: BE /BCA /MCA

Responsibilities-

- Administrate infrastructure, including firewalls, databases, malware protection software and other processes.
- Ensure proper configuration of the Digital System (software, website, hardware, cloud, mobility, networks, office equipments, etc) for smooth running of the office.
- Monitor the System daily and respond immediately to security or usability concerns.
- Create and verify backups and retrieval of data. Ensure disaster recovery is in place.
- Review application logs. Provide technical support for software and hardware issues. Respond to and resolve help desk requests.
- Upgrade systems and processes as required for enhanced functionality and security issue resolution.
- Provide and present yearly roadmap and budget for the Digital System.

Skills required:
Hard Skills

- Configuration, Operation, Monitoring, Maintenance and Support of the overall Digital System.
- Data Management including Security.
- Knowledge of Automation, Content and Access Management.
- Knowledge of web-based technologies.
- Programming in Java, J2EE and related technologies.
- Efficient with PostgreSQL and NoSQL (MongoDB preferred).
- Knowledge on Web services and Web-based technologies.
- Strong in Project Management and Leading Team.

Soft Skills

- Good interpersonal skills, excellent oral & written communication in English.
- Teamwork and ability to contribute to a team effort.
- Taking- logical approach to problem solving, initiative, self-confident, methodical, investigative and inquisitive.
- Ability to manage stakeholder expectations and explain technical detail.
- Interest in the way organizational processes work.

Job Description:

Position : System Analyst, Experience: 3-5 years, Qualification: BE /BCA /MCA

Responsibilities-
- Working closely with colleagues, developers, testers and a variety of end users to ensure technical compatibility and user satisfaction.
- Managing the Project Management Unit (PMU) and Helpdesk. Supporting users on their issues /queries, change control and system updates.
- Liaising extensively with external and internal stakeholders, for requirements gathering, conducting requirements analysis, preparing specific proposals for new feature /modifications.
- Drawing up, supervising and documenting testing schedules for complete systems.
- Analyzing existing systems and workflow mapping and documenting interfaces.
- Identifying options for potential solutions and assessing them for both technical and suitability.
- Providing training, function as train the trainer.

Skills required:
Hard skills-
- Conceptualize original website design ideas that bring simplicity and user friendliness to complex roadblocks.
- Visual design capabilities- create wireframes, storyboards, user flows, process flows and site maps to communicate interaction and design ideas for the workflow.
- Knowledge of Web-based technologies.
- Proficiency in HTML, CSS and JavaScript for rapid prototyping.
- Knowledge of Java and J2EE and related technologies.
- Knowledge of PostgreSQL and NoSQL (MongoDB preferred).
- Working knowledge of Spring.
- Knowledge on web services.
- Should have worked in Distributed Continuous Integration (DCI).

Soft Skills-
- Good interpersonal skills, excellent oral & written communication in English.
- Ability to manage stakeholder expectations and explain technical detail.
- Team work and ability to contribute to a team effort
- Taking- logical approach to problem solving, initiative, self-confident, methodical, investigative and inquisitive.
- Interest in the way organizational processes work.

APPLICATION FOR THE POSITION OF SYSTEM ADMINISTRATION/SYSTEM ANALYST

Paste self
attested
passport size
photograph

1.   Name of the Applicant (In Block Letters)_____
2.   Father's/Husband's Name_____
3.   Date of Birth_____
4.   Age as on 31.12.2019

Years	Months	Days

5.   Nationality_____
6.   Category (SC/ST/OBC/GEN/PH) _____

7.   a)   Telephone No.(Residence)_____
     b)   E-mail ID_____
     c)   Mobile No._____
     d)   PAN Number (attach a copy of PAN Card) _____
     e)   Aadhar Card No. (Attach a copy of Aadhar Card) _____

8.   a)   Complete correspondence address (In Block Letters)
     _____
     Pin Code:
     b)   Permanent Address (In Block Letters)
     _____
     Pin Code:

2/-

9. Educational Qualifications:

Sr. No.	Qualification at graduate level	Name of the		Year of Passing	Division	% of Marks
		Institution	University			

10. Details of Experience (separate sheet may be attached, if required).

Position Held	Name of Organization	Period		Remuneration	Length of Service in years	Nature of duties performed
		From	To			
Total length of experience in years						
If selected what notice period required for joining						

11. Any other information

DECLARATION

It is hereby declared that the information provided as above is true and complete in all respect to the best of my knowledge and belief. If anything is found wrong/incorrect my application will be treated as cancelled and withdrawn.

(Signature of the Applicant)

Date------------------

Name-------------------------------------

Place----------------

Address-----------------------------------