Express of Interest

(EOI)

Appointment of Consultant for 'Process Automation Advisor' & Development, Up-gradation & of Functional Ecosystem in College ICT

The College is upgrading its ICT facilities & automating the process(Functional/Operational) to make it system driven in all departments, for which we are looking for an Experienced/Talented ICT Consultant cum Project Head 'Consultant', who we are denoting as "Process Automation Advisor" for minimal of 6 months thereon may be extended as per the recommendation of the College Committee.

SCOPE OF WORK

1. Integrating the process of purchasing hardware, software for the college ICT infrastructure
2. Negotiating with the OEMs of hardware and software to get the latest and the best equipments required with right kind of technical specifications.
3. Development of RFP/TENDER for the same.
4. Channelizing the automation process for the paperless Process as per the requirement of the College Committee.
5. Creating of scope of work for development of Software/App/ERP for the college through the properly appointed service provider.

EXPERIENCE REQUIRED

1. Certified professional
2. At least experience of 2-5 Projects
3. Availability as and when required by the committee

HOW TO APPLY:

If interested, kindly send your upgraded CV on (principaldducollege@gmail.com) by (within two days) along with your monthly pay-check demand.

In case you need to check on elaborative scope of work, kindly contact Dr. Manoj Saxena.

Last Date: 25th February, 2021

Interview/Tele-Meeting: 26th February, 2021