



**KERALA DEVELOPMENT AND INNOVATION STRATEGIC  
COUNCIL (K-DISC)**  
Planning & Economic Affairs (Innovation & Development) Department  
**Government of Kerala**

No.CMD/K-DISC/05/2023



**Centre for Management Development**  
(an autonomus institution under Government of Kerala)

May 19, 2023

**NOTIFICATION**

The Centre for Management Development (CMD) invites applications from eligible and qualified candidates for filling the post of **Programme Executives and Junior Programme Executives/Support Executives on Contract basis in the Programme Management Unit of Emerging Technologies Division of K-DISC managed by the Centre for Management Development**. Interested candidates may apply by sending their filled in Application form (enclosed with this notification) along with Curriculum Vitae (CV) to **kdiscrecruitment2023@gmail.com**. The candidates are advised to fill all the details in the application form attached to this notification and submit it along with CV on or before **June 05, 2023 (05.00 P.M.)**. The details are given below:

<b>Position</b>	<b>Programme Executive</b>
<b>Vacancy (may vary)</b>	03
<b>Educational Qualification and Other Eligibility Criteria</b>	<b>Qualifications</b> Regular B Tech Degree (in any discipline) or MCA or MSc Computer Science from a reputed academic institution with First Class. <b>Essential Attributes</b> <ul style="list-style-type: none"><li>• Minimum 3 years to 6 years of experience in a corporate IT environment, working in a Large MNC with experience in software development, business analysis or related technical field (application development, deployment, implementation &amp; infrastructure) and project management.</li><li>• Good Logical, Analytical and Critical Reasoning abilities, as evidenced through analytical and reasoning tests.</li><li>• Excellent communication skills in Malayalam and English, written as well as spoken, as evidenced through a test</li><li>• Advanced Computer Skills, as evidenced through a practical test.</li><li>• Ability to take end-to-end ownership of deadline driven activities.</li><li>• Ability to efficiently manage and coordinate with multiple stakeholders across various Project locations</li></ul>

<b>Experience</b>	<ul style="list-style-type: none"> <li>• Passionate about innovation</li> <li>• 3 years' experience in managing Information Technology/Emerging Technology programmes at the State/District Level in Government Organisations or autonomous institutions. Or</li> <li>• 3 years' experience in managing Information Technology/Emerging Technology programmes/projects in a reputed company in the industry within Kerala or outside Kerala or in a reputed academic/research/industry establishment.</li> <li>• Demonstrated experience in Emerging Technologies</li> <li>• Proven work experience of 2-4 years; in the spheres of technology, or management in a technology-oriented organization;</li> <li>• A strong technology background, typically indicated by a good undergraduate STEM degree.</li> </ul>
<b>Remuneration</b>	Rs.35,000/-

<b>Position</b>	<b>Junior Programme Executive/Support Executive</b>
<b>Vacancy (may vary)</b>	10
<b>Educational Qualification and Other Eligibility Criteria</b>	<p><b>Qualifications</b> Regular B Tech degree (in any discipline) or MCA or MSc Computer Science from a reputed academic institution with First Class.</p> <p><b>Essential Attributes</b></p> <ul style="list-style-type: none"> <li>• 1 to 3 years of experience in a corporate IT environment, working in a Large MNC with experience in software development, business analysis or related technical field (application development, deployment, implementation &amp; infrastructure) and project management.</li> <li>• Good Logical, Analytical and Critical Reasoning abilities, as evidenced through analytical and reasoning tests.</li> <li>• Excellent communication skills in Malayalam and English, written as well as spoken</li> <li>• as evidenced through a test</li> <li>• Advanced Computer Skills, as evidenced through a practical test.</li> <li>• Ability to take end-to-end ownership of deadline driven activities.</li> <li>• Ability to efficiently manage and coordinate with multiple stakeholders across various Project locations</li> <li>• Passionate about innovation</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• At least 1 year experience in managing Information Technology/Emerging Technology programmes at the State/District Level in Government Organisations or autonomous institutions. Or</li> </ul>

	<ul style="list-style-type: none"> <li>• 1 year of experience in managing Information Technology/Emerging Technology programmes/projects in a reputed company in the industry within Kerala or outside Kerala or in a reputed academic/research/industry establishment.</li> <li>• Demonstrated experience in Emerging Technologies</li> <li>• Proven work experience in the spheres of technology, or management in a technology-oriented organization.</li> <li>• A strong technology background, typically indicated by a good undergraduate STEM degree.</li> </ul>
<b>Remuneration</b>	Rs.25,000/-

**Note:**

1. Number of vacancies may vary
2. Upon completion of this recruitment process a merit list/rank list shall be prepared and candidates will be positioned in the Programme Management Unit of K-DISC as and when required based on this merit list/rank list.

**About K-DISC and Emerging Technologies Division of K-DISC**

*The Kerala Development and Innovation Strategic Council (K-DISC), is a strategic think-tank and advisory body constituted by the Government of Kerala. K-DISC aims at bringing out path-breaking strategic plans that reflect new directions in technology, product and process innovations, social shaping of technology and creating a healthy and conducive ecosystem for fostering innovations in the State.*

*One of the stated objectives of K-DISC is to encourage/facilitate the adoption of Emerging Technology Solutions (ETS) in Government and public agencies to enhance efficiency and effectiveness of office systems and processes. ETS typically include Blockchain, Machine Language, Artificial Intelligence, Internet of Things, Gaming and Virtual reality, Augmented Reality, Big Data etc.*

*K-DISC follows a well-defined, transparent approach in project management. In its continuous endeavour to promote and support product and process innovations leveraging Emerging Technologies, K-DISC has already engaged with the concerned departments/agencies to initiate projects using Emerging Technologies in areas of Healthcare, Water Resources, Transport, Law Enforcement, Agriculture and Registration.*

*K-DISC would facilitate with different government departments that may need any of these technological advances to solve their critical problems and to arrive at the proof of concepts stage with adequate technical and financial resources to promote innovation. K-DISC will also ease the implementation by overseeing the same.*

*Some of the Objectives of ETS are:*

- *Create an environment to facilitate innovation in Emerging Technologies for various Departments.*
- *Partner with Innovation initiatives of the Departments and architect solutions for pilot implementations.*
- *Provide technical and financial resources to promote the innovation.*
- *Promote innovations around Emerging Technologies, through various initiatives in Government.*

- *Handhold the pilot implementations till completion and provide necessary advice and support to both the Department and the Technology partners.*
- *Assist Departments in eliciting and articulating problem statements and conduct gap analysis.*
- *Involve in Benefit analysis and liaise with Domain Experts, Technical/Industry Experts and Organizations.*
- *Provide technical and domain expertise to scale up implementations in Innovative Emerging Technology solutions.*

### **General Instructions**

- **THE APPLICANTS SHALL FILL ALL THE DETAILS IN THE FORM ATTACHED WITH THIS NOTIFICATION AND SUBMIT IT TO [kdiscruitment2023@gmail.com](mailto:kdiscruitment2023@gmail.com) ALONG WITH THE CV (ONLY IN PDF FORMAT).**
- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying.
- K-DISC/CMD is not responsible for any discrepancy in submitting the application.
- The applicant should not submit any false, tampered, fabricated information or suppress any material information while submitting the application. If the particulars furnished in the application do not tally with the Original documents produced by the Candidates his/her candidature will be rejected.
- Selected candidates will be positioned in the Programme Management Unit for Emerging Technologies Division of K-DISC managed by the Centre for Management Development.
- CMD/K-DISC reserves the right to fill or not fill the post advertised.
- Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying and must maintain that email account and mobile number.
- Admittance to various stages of the recruitment will be provisional only and will not confer any claim unless various other conditions of selection process are satisfied. Detailed scrutiny of the credentials will be done before interview/appointment. Any discrepancy found during the detailed scrutiny or at any stage of the recruitment process will result in the rejection of the candidature.
- Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice.
- Candidates shall upload the Curriculum Vitae in PDF formats only. Other formats will not be accepted.

S/d-  
**Authorized Signatory**



**CENTRE FOR MANAGEMENT DEVELOPMENT**  
(An Autonomous Institution under Government of Kerala)

**APPLICATION FORM**

<b>Post Applied</b>	
Name	
Age as on (01.05.2023) , Date of Birth	
Permanent Address	
Telephone/Mobile No. Email Address	

**QUALIFICATION DETAILS**

<b>Sl. No.</b>	<b>Course</b>	<b>Specialisation</b>	<b>University/Board</b>	<b>Month and year of completion</b>	<b>Class/Percentage</b>
1.					
2.					

**WORK EXPERIENCE DETAILS**

<b>Sl. No.</b>	<b>Institution</b>	<b>Designation</b>	<b>From</b>	<b>To</b>
1				
2				
3				

Name:

Signature:

Date: