Government of India
Ministry of Corporate Affairs
Indian Institute of Corporate Affairs
IMT Manesar, Gurgaon -122052

Phone.No.:0124–2640000   **Email: hr@iica.in**

F.No.IICA–2-44/2012   **Date: 04.02.2026**

VACANCY FOR CONTRACTUAL POITION IN INDIAN INSTITUTE OF CORPORATE AFFAIRS

Interested and eligible candidates are invited to submit applications for various positions in Indian Institute of Corporate Affairs, purely on contractual basis. The details of eligibility conditions, remuneration, terms etc. can be downloaded from the website: www.iica.nic.in.

2.   Interested and eligible candidates can forward their CVs at hr@iica.in.

3.   The number of position(s) can be increased/decreased at any point in time as per the discretion of the Head of the Institution.

4.   The last date to accept application is 14.02.2026. Interested and eligible candidates may send their applications alongwith copies of certificates/testimonials/experience certificates to Assistant Manager HR, Indian Institute of Corporate Affairs, P-6, 7 & 8, Sector-5, IMT Manesar, Distt. Gurugram-122052 on or before 18.11.2025 till 6 PM or email at **hr@iica.in**. Incomplete applications/without supporting documents shall be out rightly rejected.

5.   If number of applications received is high in number and if it is not possible to call all eligible candidates for interview, the Institute will further shortlists the candidates based on higher experience in the relevant fields or candidates with higher educational qualification as the case may be.

Sd/-
Assistant Manager (HR)

The engagement will purely be on contractual basis initially for a period of one year, if otherwise not extended or curtailed. However, during initial three months, the performance of the candidate will be reviewed and the engagement shall further be continued to one year, subject to satisfactory performance. The contractual engagement is need based and it will not confer any right or privileges on the appointee for regular appointment. The details of qualification and experience are as under:-

S.No.	Nameofthe position	Field/Vertical	Category	Monthly Consolidated fee(Rs.)P.M.
1.	Sr. Web &Application Developer	IT Department	Contractual	75,000/-

1. **Sr. Web & Application Developer**

A. JOBBRIEF:
   i. Design, develop, program, test, deploy, Go-live, of stable releases of be spoke applications/software systems (frontend & backend) based on requirement analysis and need with idea to achieve end-to-end automation and digitization of various functional/operational process of the over functioning the organization
   ii. Manage, maintain, operate, update, align, redesign, make compliant, debug the official website of the organization and all its associated micro sites/subpages including all related and connected development environments, hosting environments, cloud environments, databases, payment gateways etc.
   iii. Responsible for designing, developing, and implementing Web APIs and enterprise level Applications.
   iv. Shall be responsible for both back-end and front-end development, including creating themes and plug-in. This position requires a combination of programming skills (namely PHP, HTML5, CSS3, MySQL and JavaScript) and aesthetics (understanding element arrangements on the screen, the colour and font choices, and so on).

B. EXPERIENCE:

Minimum 5 years of relevant, proven hands-on and validated experience of/on:
   i. Designing, developing, programming/coding, testing, deploying, managing, maintaining, operating, updating and troubleshooting/de-bugging of tier based web based applications/software systems (frontend & backend).
   ii. Designing, developing, programming/coding, testing, deploying, hosting, managing, maintaining, operating, updating and troubleshooting/de-bugging of tier based, dynamic and media rich interactive website/web portals (front end & backend).
   iii. Havingworkedonthefullend2endspectrumofthepopularapplication stacks.
   iv. Out of the 5 years minimum 3 years in .NET and experience of Dot Net Application development
   v. The candidate should have a strong understanding of industry trends and content management systems. Experience with the responsive and adaptive design is strongly preferred.
   vi. Experience and understanding of the entire web development process, including design, development, and deployment is preferred.

C. CERTIFICATIONS:

Mandatory:
   i. ASP.NET:1 year
   ii. MVC:1 year

   iii. Preferred: AWS: 1 year

D. JOB ROLE & RESPONSIBILITY:

   i. Designing and implementing new features and functionality organization website/micro sites/applications.
   ii. Establishing and guiding the website's architecture.
   iii. Ensuring high-performance and availability, and managing all technical aspects of the CMS.

iv. Formulating an effective, responsive design and turning it into a working theme and plug-in.

v. Develop, create and implement custom websites and designs and implementing new features and functionality.

vi. Implementing templates and plug-ins development, including the ability to use cutting edge Plug-ins or themes and make them work properly in all environments while overcoming basic conflicts with popular themes.

vii. Responsible for development of all server-side logic, definition and maintenance of the central database, and ensuring high performance and responsiveness to requests from the front-end.

viii. Responsible for and continually reviewing and improving the application services, processes, standards to ensure they remain enterprise ready and best in class.

ix. Manage individual application development work streams.

x. Work closely with the IT management team and peers.

xi. Manage and work with external suppliers.

xii. Research and Development on technical implementation for Architecture initiatives.

xiii. Development and Coding of complex. Net, WCF, and SQL based solutions.

xiv. Perform Code Review and Quality checks of the development done by other team members.

xv. Define Coding and Automated unit testing guidelines for the team and guiding to follow the same.

xvi. Diagnosis and trouble shooting of deployment/production issues.

xvii. Closely work with Solution Architects on Architecture Epics/Initiatives.

xviii. Understand and anticipate the user's/departments' needs to manage the development process more effectively.

xix. Designing and building responsive and mobile-friendly websites optimized for different devices and browsers

xx. Writing clean, efficient, and well-documented code using languages such as HTML, CSS, XML, and Java Script

xxi. Implementing and maintaining website content management systems.

xxii. Troubleshooting and debugging issues to ensure websites are functioning correctly.

xxiii. Staying up-to-date with the latest web technologies and industry trends to ensure the website is current and secure.

xxiv. Creating and managing databases for website functionality.

xxv. Ensuring website accessibility and security to protect sensitive data and user information.

xxvi. Maintaining and updating existing websites (www.iica.nic.in) and micro sites under it or separately.

xxvii. Testing both new and current website and correcting potential errors that may arise.

E. REQUISITE EXPERIENCE:

i. 3+years experience developing dot net application.

ii. 2+years experience with coding and deployment of Web API Services

F. SKILLSET/COMPETENCY:

i. C#, ASP.Net, MVC, LINQ, jQuery, WCF, NTT Framework exp, API & SQL Server

ii. Expert level experience with C#, MVC, WPF, Data Structure and Design Patterns.

iii. Entity Framework or any other ORM development experience.

iv. Advanced level SQL and LINQ coding skills.
v. React JS/Angular development experience.
vi. Advanced level JavaScript coding skills.
vii. HTML, CSS, Bootstrap, J Query coding experience.
viii. TFS/GIT experience.
ix. Software Design Patterns.
x. Docker experience.
xi. Azure/AWS Cloud ecosystem.
xii. MSSQL.
xiii. JSON.
xiv. iPaaS System integration (via Jitter Bit).
xv. Experience with data automation tools (e.g., SSIS).
xvi. SSRS.
xxviii. Knowledge about advanced Integration Builder for updating/troubleshooting data integrations between systems.
xxix. Knowledge about integration via iPaaS System between on premises and cloud-based processes.
xvii. Strong Windows Communication Foundation (WCF), including:
   a. Configuration of bindings for SOAP and REST services.
   b. Securing the services.
   c. Encrypting the communication channel.

xviii. Experience of working on SOA (Service Oriented Architecture).
xix. Good understanding of front-end technologies, including HTML5, CSS3, JavaScript, jQuery etc.
xx. Experience building user interfaces for websites and/or web applications.
xxi. Experience designing and developing responsive design websites.
xxii. Comfortable working with debugging tools like Firebug, Chrome inspector, etc.
xxiii. Ability to understand CSS changes and their ramifications to ensure consistent style across platforms and browsers.
xxiv. Ability to convert comprehensive layout and wire frames in to working HTML pages.
xxv. Knowledge of how to interact with REST ful APIs and formats (JSON, XML).
xxvi. Proficient understanding of code versioning tools such as Git, SVN, and Mercurial.
xxvii. Expertise in Object-Oriented Programming/Development and Design skills.
xxviii. Understanding of Technical architecture.
xxix. Expertise in Object-Oriented Programming/Development and Design skills.

G. PREFERED SKILLS:
   i. Working knowledge in SEO (on page), SMO etc.
   ii. Strong understanding of PHP back-end development and My SQL.
   iii. Strong experience on framework (Code igniter/Laravel/CakePhp/Zend/Symfony /Yii) or CMS (WordPress/Magento/Drupal/Joomla).
   iv. JavaScript
   v. JQuery
   vi. MySQL
   vii. Word Press
   viii. CSS Magento
   ix. Code igniter
   x. Laravel

H. GENERIC SKILLS:
   i. Good ability to follow and document operational processes.

ii.   Should have good written and verbal communication skills
iii.   Strong problem solving and analytical skills
iv.   Extremely high level of attention to detail.
v.   Team player

I.   ACADEMIC QUALIFICATION:

i.   B.Tech/B.E. in Computer Science/Computer Engineering/Electronics/ Electronics & Telecommunications/ Electronics & Communication/ Electronics & Instrumentation/Information Technology from UGC & AICTE recognized university/institute.

<center>OR</center>

ii.   Bachelor in Computer Applications & Masters in Computer Applications from UGC & AICTE recognized university/institute.

<center>OR</center>

iii.   Post Graduate Degree in Computer Science/Computer Engineering/Electronics/Electronics & Telecommunications/ Electronics & Communication/ Electronics & Instrumentation /Information Technology from UGC & AICTE recognized university/institute.

**NOTE: If a class/division is not awarded, a minimum of 60% marks in aggregate shall be considered equivalent to 1st class/division. If a grade point system is adopted, the CGPA will be converted to equivalent marks as below:

Grade Point	Equivalent Percentage
6.25	55%
6.75	60%
7.25	65%
7.75	70%
8.25	75%

J.   DUTY SCHEDULE:
6 days working in a week with 1 weekly off (as decided by controlling officer)

K.   DUTY HOURS:
09:30AM-6:00(30 minutes lunch break)

Remuneration and other Conditions:
- Selected candidates shall be required to sign a contract with IICA and join the duties immediately.
- No other allowances will be payable. However if the person, travel out of the Headquarters he will be entitled to TA/DA as admissible.
- The assignment is on a full time basis and the person will be required to attend the office on all the working days and on holidays, if required.
- The period of engagement will be initially for a period of one year, which may, at the discretion of the competent authority be either extended or curtailed depending on performance and requirement.
- The Consultant shall not be permitted to apply for any position internally or outside IICA till his/her contract is valid or before 02 years of joining to the existing position (in case the contract has provision for extension after one year of initial engagement) whichever is later. In case consultant wishes to apply internally for another position, he/she will be required to terminate the present contract with IICA.
- The person will be required to maintain decorum, discipline as expected of a Central Government Officer.
- The contract can be terminated by either side by giving notice for a period of one month or one month's consolidated emoluments in lieu thereof.
- The contract can be terminated without notice by the competent authority, if at any time the conduct, performance, activities of the individual are found detrimental to the interests of the organization.
- Initial engagement period of the selected candidates may be curtailed or enhanced with the approval of the Competent Authority at the time of issuing the offer of engagement.
- The number of positions or remuneration as indicated at Table-1 hereinabove maybe decreased or increased with the approval of the competent authority, subject to requirement.
- The Annual increment will be on renewal of every extension as per the Increment Policy of the Institute.
- Conditions may be relaxed by the competent authority in exceptional circumstances.

Selection Procedure
- The appointment will be made on the recommendations, on the basis of written test and/or interview, of a Selection Committee constituted for this purpose.
- No TA/DA will be provided for attending the interview.
- Indian Institute of Corporate Affairs reserves the right to accept or reject any application without assigning any reasons.

A. Format of application for positions on Contract basis in IICA.
   (Applicants should submit only one application)

1. Sl. No. and name of the Position applied for:

2. Name of the applicant:

3. Date of birth:

4. Date of retirement under the rules, if applicable:

5. Qualifications possessed:

Essential:

Sl. No.	Name of School/Institute / University	Type of Qualification	Percentage

6. Training, if any received, which is relevant to the position applied for:

Name of the relevant Training Programme	Duration From To	Organization from where received	Nature of Training received	Remarks

7. (i) Present position held, if any:

(ii) Scale of pay/ Pay Band/ Present pay:

(iii) Date from which held:

8. Details of service (in chronological order starting from the latest first) i.e. Name of position, Employer, Duration, Scale of pay/ Pay drawn, Nature of duties, Period from- to:
 (Please enclose a separate sheet)

9. Experience:

Name of the Institution/ organization	Duration	Designation	Full time/ part time

10. Why do you consider fit for selection to the position appliedfor?
(in not more than 200 words)

How your past/present work and assignments will be relevant to achieve the mandate of IICA?

(in not more than 500 words)

How will your experience, academic qualification and competency be relevant to achieve the mandate of IIICA in future?

(in not more than 500 words)

(Please enclose a separate sheet)

11. (i) Present office address with Pin Code Number: (ifany)
    (ii)Residential Address-

    (iii) Telephone No. .... (Off.) Residence ....Mobile...................e-mail Id………….......
12. Any other relevant information: Place:
Dated:

Signature of the Candidate