



Society for Promotion of Vocational & Technical Education [SOVTECH]
DBRAIT Campus, Port Blair.

Port Blair, dated 12.03.2025

Vacancy Notice

SOVTECH invites applications from eligible candidates for filling up the following posts on contract basis.

S N	Designation	No. of posts	Consolidated monthly salary in INR
1	Network Administrator (State Data Centre)	1	35,000/-
2	Network Security Expert (State Data Centre)	2	43,000/-
3	System Engineer (State Data Centre)	1	25,000/-
4	Helpdesk Executive (State Data Centre)	2	21,000/-
	Total	6	

The detailed vacancy notice along with the eligibility criteria, syllabus etc are available in A & N State Portal <https://andaman.gov.in> and e-Recruitment portal <https://erecruitment.andaman.gov.in>


Executive Officer



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Port Blair

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	Total	6	

The details of posts, Eligibility criteria viz., Essential qualification, Experience, Roles and responsibility and terms and conditions are given below: -

S.N	Name of the Post	Eligibility Criteria
1	Network Administrator (SDC)	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> • Qualification: B.E/B.Tech in CSE /IT OR • Diploma in CS/IT with BCA OR • B.Sc. (IT/Computer Science) OR • MCA <p>Experience:</p> <ul style="list-style-type: none"> • 1+ years of work experience in networking. <p>Desirable:</p> <ul style="list-style-type: none"> -OEM certification (CCNA/CCNP) <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Installation and configuration of networking devices (Core Routers/ Core Switches) in A & N State Data Center • Managing IPS/ Firewall including patch updation and creation of ACL • Checking health of all Networking devices in Spectrum EMS server • Monitoring utilization of Networking devices and internet bandwidth usage • Logging call with vendor for any issues with devices • Monitoring / Analysing device's log • Creating and configuration of VLAN network • Checking IPS signature and updation status • Maintaining/ updating IP address list assigned to the devices • Backup of configuration periodically / before change in configuration • Coordinate with respective OEMs • Monitoring ISP availability.

S.N	Name of the Post	Eligibility Criteria
2	Network Security Expert (SDC)	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> • Qualification: B.E/B.Tech in Electronics/ Computer Science/IT or MCA <p>Experience: 2+ years of experience in IT firm out of which at least 1 years of relevant work.</p> <p>Desirable:</p> <ul style="list-style-type: none"> • Relevant work experience in Data Centre • OEM certification (CCNA/CCNP-security/CEH etc) <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Overall responsibility of network and information security domain. • Monitor all security related logs generated by devices. • Blocking of URL and web contents • Adding ACL • Updating anti-virus definition, IOS and OS patches and firmware. • Coordinate with relevant security agencies. • Responsible for managing the Data Centre Information Security Management System (ISMS) and Information Technology Management System (ITMS). • Maintaining knowledge base of all patches • Vulnerabilities assessment and penetration testing of all the IT devices and remediate the risks. • Periodic review of all rights and privileges • Creating and maintaining various policy documents. • Detecting intrusions and unauthorized access to networks and servers • Updation of HIPS signature • Protecting firewalls from attacks and servers from viruses • Coordinate with respective OEMs.

S.N	Name of the Post	Eligibility Criteria
3	System Engineer (SDC)	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> • B.E/B.Tech in any Discipline <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • Diploma in Engineering in any Discipline with at least 1 year of IT experience <p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Installation of operating systems in Server Environments • Hardening of servers (service pack & patch updation) • Installation and configuration of IIS / DNS / FTP/ ADS service • Installation of Backup and anti-virus client in Servers • Installation and configuration of EMS Agent • Performing maintenance activities • Logging call with vendor for faulty component replacement • Resolving EMS incident assigned • Coordinate with respective OEMs
4	Helpdesk Executive (SDC)	<p>Essential Qualifications:</p> <ul style="list-style-type: none"> • B.E/B.TECH in any Discipline OR • Diploma in Engineering in any Discipline with at least 1 year of experience. <p>Duties and responsibilities :</p> <ul style="list-style-type: none"> • Single point of contact for all incidents and service requests through phone or helpdesk email ID at the SDC. • First level analysis of all incidents and assigning it to appropriate Engineers to resolve the problems • Updating user departments and resolving manually raised calls • Updating knowledge base for all known problems • Continuous monitoring of all IT infrastructures via EMS console • Referring escalation matrix to log call with Vendor • Generating EMS incident reports • Continuous monitoring of EMS Helpdesk interface to check any new incidents. <p>Monitoring connectivity via EMS spectrum topology.</p>

METHOD OF SELECTION:

- The Selection test will be held through written test which will carry 30 marks and skill test which will carry 70 marks.

TENURE OF CONTRACT:

The period of contract shall be for Five Years renewable on yearly basis based on performance.

GENERAL CONDITIONS:

- A Candidate may apply for more than one post.
- The candidate who can join immediately after selection will be given preference.
- The candidates need to apply online by visiting the url – <https://erecruitment.andaman.gov.in> or may also apply through Common Service Centres (CSC) by paying usual charges for scanning and uploading the documents.
- All relevant documents in support to the essential qualification, desirable qualification like Educational Certificate, Mark Sheets, Age Proof and Experience Certificate should be uploaded along with the applications.
- The last date of submission of application (online) **31.03.2025 by 4.30 PM.**
- The schedule of the examination will be intimated later.
- Applications received after the due date and time shall not be considered.
- The syllabus for the examination for the above mentioned posts is enclosed as **Annexure A.**
- Society for Promotion Vocational & Technical Education (SOVTECH) reserves the right in all respect regarding filling up the post and the decision. Its decision will be final and binding.
- In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information, his/her candidature will stand rejected.
- The candidates are advised to go through the requirements of educational qualification, age etc. carefully and satisfy themselves that you are eligible before appearing for the interview.
- The decision of SOVTECH in all aspects pertaining to the application, its acceptance or rejection, conduct of interview and at all consequent stages culminating in selection or otherwise of any candidate shall be final and binding on all concerned. SOVTECH reserves its right to alter/modify any condition laid down in this vacancy notice or any backend process for conduct of selection during its various stages as warranted by an unforeseen circumstances arising during the course of this process or as deemed necessary by SOVTECH at any stage.
- Applicants should note that some of the above posts may involve work of arduous nature and in shifts.

ACTION AGAINST MISCONDUCT:

- i) Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated, having overwriting, having correction marks and they should not suppress any material information while filling up application.

- ii) At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct during the selection process, in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:
 - a) Disqualified from the selection process and/or
 - b) Debarred either permanently or for a specified period from any examination/recruitment and/or
 - c) Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment to the roll of SOVTECH.

SYLLABUS

Name of the post: Network Administrator

Syllabus for written test: 30 marks

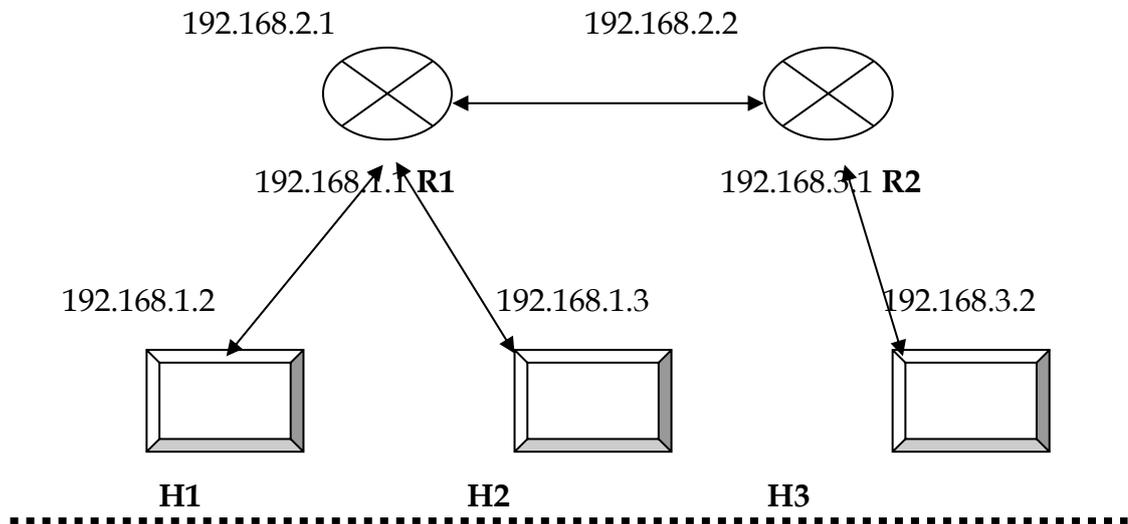
1. Virtual Local Area Network (VLAN)
 - Creating VLAN
 - VLAN ACL
 - VTP
 - Trunking
2. OSI Layer
3. IP Addressing and Subnetting
4. Network Devices and its functions
5. Routing Protocols
 - Static Route
 - OSPF
 - EIGRP
6. Access Control List (ACL)
 - Types of ACL and its application
7. Network Address Translation(NAT)
 - Static NAT
 - Dynamic NAT
 - PAT
8. Spanning Tree Protocol(STP)
 - BPDU
 - RSTP
 - MSTP

Specification of Devices

- HP Router MSR5040
- HP App Switch 5500
- HP Core switch 7500
- Firewall Fortigate
- Radware IPS DefencePro

Syllabus for Skill Test: 70 marks

1. Crimping of Ethernet cable (Straight and cross cable).
2. Configure 2 Routers (MSR 2010) R1 and R2. Connect R1 to with 2 hosts H1 and H2 and connect R2 to host H3. Allow ping access of H3 to H2 with ping restriction to H1.
- 3.



Name of the post: Helpdesk Executive

Syllabus for written test: 30 marks

- Basic ITIL Concepts: Incident, ticket, service request, change request, problem request
- Basic Data Centre concepts: What is a server (blade and rack), router, Precision Air Conditioner, UPS, Diesel Generator, IPS, ISP, VESDA, FM200, Parameters for temperature and humidity in farm area

Syllabus for skill test: 70 marks

1. First level troubleshooting over phone for non-accessibility of application by a user.
 2. How to apply for e-District services.
 3. MS Office
 4. Data Centre Concepts
 5. Communication Skills
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Name of the Post: Network Security Expert (SDC)

Syllabus for written test: 30 marks and Syllabus for skill test: 70 marks

Networking: NAT, IP Classes, Sub netting, VLAN, Routing-OSPF, EIGRP, STP, LAN and WAN Protocols, ICMP, SNMP, ACL

Security: IPS, IDS, Firewall, types of attacks and how to handle, VAPT (Vulnerability assessment and Penetration testing) tools and their terminologies, knowledge of latest attacks, ISMS and ITMS terminologies, Log Monitoring, Network security policies, application security, Cyber Security.

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Name of the post: System Engineer

Syllabus for Written test: 30 marks

- Windows Operating Systems
- Application Hosting in IIS
- Active Directory Service
- DNS server
- Basic System Hardware
- Basic Understanding IPv4 Addressing
- Netbackup
- Antivirus

Syllabus for skill test: 70 marks

- Assemble a CPU and power on and update BIOS configuration
 - Install and configure Windows OS
 - Assign IP in System
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