DIGITAL UNIVERSITY KERALA
Curating a responsible digital world

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NOTIFICATION

Kerala University of Digital Sciences, Innovation and Technology invite applications from qualified Indian Citizens for appointment to the following posts (on a contract basis) for Consultancy Projects under Enterprise Projects & Consulting Services of this University. Candidates shall apply online through the Recruitment Portal. The guidelines for the submission of applications are available in the recruitment portal.

DETAILS OF POST, QUALIFICATION, EXPERIENCE ETC. REQUIRED

I.

Job Code **Name of Post** **No. of Vacancies** **Remuneration** **Age**	: BA/062022/485 : Business Analyst : 02 : 35,000/- - 50,000/- Consolidated : Should not exceed **40 Years** as on the last date for submission of Application.
Essential Educational Qualification	B Tech/BE/MCA/MSc in Computer Science/MSc in Information Technology/MBA from a recognized University/Educational Institution. **Desirable:** ITIL/PRINCE2/TOGAF/CAPM Certification
Essential Experience	Should have minimum 3 years of relevant experience as a Business Analyst with good exposure to business/industrial operations and processesin a reputed industry / organization . **Desirable:** a. Experience in Digitization/Business Process Re-engineering / Government Projects will be an added advantage. b. Functional Experience or Exposure in any ERP applications.
	• Excellent communication skills – Should be able to interface with the client, discuss business requirements with different stakeholders of the project etc .

Required Skills	- Excellent client-handling capacity - Analysis Skills – Exceptional analytical and problem-solving skills. Should be able to analyze business problems faced by the client and suggest solutions for the problem. Ability to go into details and extract specific details regarding functional requirements. - Determine operational objectives by studying business functions; gathering information; evaluating output requirements and formats. - Design new business workflows by analyzing requirements; constructing workflow charts and diagrams; studying system capabilities; writing specifications. - Recommend control measures by identifying problems, writing improved procedures. - Documentation Skill – Should be an expert in documenting the requirements gathered from the client in a detailed manner. Essential to have knowledge in preparing business process flowcharts using tools such as visio. Knowledge in preparing Functional, Business, and System Requirement Specification documentation. - Experience in developing user documentation, providing business support, and training users. Should have good presentation skills. - Understanding of the latest AI, , Block chain and their use cases will be an added advantage. - Experience in using project management and version control tool is preferred.
Roles & Responsibilities	- Assist Project Manager in the process study and requirement gathering. - Elicit business requirements and functional requirements, conceptualize business processes, workflows and document them. - Conduct Client meetings, brainstorming and focus group discussion sessions. - Scope Detailing, preparation of FRS documents. - Analyze reserach papers and publicatins in thenational and international industrial domain, study best practices and apply in the business processes.
Nature of Appointment	On contract (initially for 1 year which may be extended based on performance/requirement)

II.

Job Code	: **OERPD/062022/485**
Name of Post	: **Open ERP Developer**
No. of Vacancies	: **02**
Remuneration	: **30,000/ - 45,000/- Consolidated**
Age	: Should not exceed **40 Years** as on the last date for submission of Application.
Essential Educational Qualification	B Tech/BE/MCA / MSc in Computer Science/MSc in Information Technology/ PGDCA from a recognized University/Educational Institution **Desirable:** ITIL/TOGAF/Full Stack/Open ERP Certification
Essential Experience	Should have minimum 2 years of relevant experience as a Developer or Software Engineer with good experience in developing and customizing Open Source Enterprise level applications such as ODOO/ ERP Next **Desirable:** a. Experience in developing open source applications for e-commerce using Majento / communication systems using Astetix / LMS System using Moodle or open edX b. Experience in developing under full stack framework.
Required Skills	• Strong knowledge of Python and programming concepts. • Complete understanding of ODOO/ERP Next basic flow. • Knowledge of data models available in ODOO Core/ Frappe. • Experience in developing custom modules in ODOO/ERP Next . • Core knowledge about the current feature available in ERP modules – Sales, Purchase, CRM, Accounts, Inventory, Projects, Time-sheet, HR etc. • Knowledge in handling ERP front end (XML, CSS and Java Script) • Good knowledge of PostgreSQL with ability to write SQL queries. • View customization – work on Widgets, Wizards, Java Script, view XML etc. • Q-Web (or similar rendering engines) reports creation. • Data import using ODOO/ERP Next import as well as custom import using Python. • Knowledge of Version Control systems like git. • Knowledge of Linux flavored operating system and Good understanding of MVC architecture.

	• ODOO/ERP Next Techno functional knowledge including installation and configuration is preferred. • Experience in migrating from earlier ODOO/ERP Next version to new version is preferred.
Roles & Responsibilities	• Design and Develop Open ERP apps (new module development and customization). • Analyse the Scope / Functions Requirement Document. • Create low level requirement document in discussion with functional teams. • Develop Technical Design Documents, Prototypes and Wireframes. • Follow best practices in Software development to ensure the readability and maintainability of the code. • Re-use the features available in ODOO/ERP Next to fulfill the Scope objectives. • Create custom module in ODOO/ERP Next to meet the specific domain requirement. • Follow source code checking process to maintain the code in Git Version Control. • Follow best practices for Secured Software Development. • Take Initiatives for the required changes in software development process to manage overall quality. • Solve complex performance and other critical problems and architectural challenges.
Nature of Appointment	On contract (initially for 1 year which may be extended based on performance/requirement)

Age relaxation for submission of application:

5 years for candidates belonging to SC/ ST and 3 years for OBC candidates.

Mode of Selection:

The selection will be based on an interview.

General Instructions

I. Scanned copy of the documents to prove age, qualifications, experience, etc. should be uploaded along with online application and originals to be produced as and when called for. **Applications without attaching the above documents shall be summarily rejected.** No further chance will be given for submitting the same.

II. Candidates, who are in the service of the Government of India or any of the State Governments, etc. while applying, should obtain a No Objection Certificate from their Head of Office or Department and keep it with them. If candidates fail to produce the No Objection Certificate as and when called for, his/her candidature will stand canceled.

III. Candidates should ensure that the particulars furnished by him/her are correct in all respects. **Anything not specifically claimed in the application against the appropriate field will not be considered at a later stage. No deviation whatsoever from the filled in data will be entertained.** In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and /or that he/she furnished any incorrect/false information or has suppressed any material fact, his/her candidature will stand cancelled. If suppression of material facts or furnishing of any incorrect/false information is detected even after appointment, his/her service is liable to be terminated

IV. Applications submitted without fulfilling the eligibility and other norms mentioned in this Notification as well as the instructions published in the Recruitment Portal of the University will be summarily rejected.

V. In case any discrepancy / ambiguity in the process of selection , the decision of the University shall be final and binding.

VI. **Consequent up on adoption of self- certification provisions as required by the Govt. of India, the University shall process the applications entirely on the basis of the information / documents provided with the application . The appointment will be provisional and subject to physical verification of the documents.**

VII. Applications submitted without fulfilling the eligibility and other norms mentioned in this notification as well as the instructions published in the recruitment portal of the University will be summarily rejected.

VIII. Canvassing in any form will entail the cancellation of candidature.

How to Apply:

I. Applications shall be submitted online latest on **30.06.2022.** The application form is available at ***https://www.duk.ac.in/careers***.

II. The application fee for the posts shall be Rs. 200 /- (Fee will be exempted for SC/ST/Differently-abled Candidate). The mode of payment is available in the recruitment portal.

III. The applications received after the last date fixed or the incomplete applications or the applications without filling the relevant field will be summarily rejected.

IV. No interim queries after the submission of the application will be entertained. The candidates will be intimated the schedule of the Test/ Interview through their registered email only.

V. The candidates are advised to check their registered e-mails regularly after the last date fixed for the submission of the application.

VI. The University has the right to cancel the advertisement or entire selection process at any stage without assigning reason thereof and the decision of the University shall be final.

**Sd/-
Registrar**