



Advt. No. DIC/ Portal Team/04/2025/02
Digital India Corporation
Electronics Niketan Annexe, 6, CGO Complex, Lodhi Road,
New Delhi - 110003
Tel.: +91 (11) 24360199, 24301756
Website: www.dic.gov.in

Web Advertisement
04.02.2025

Digital India Corporation has been set up by the 'Ministry of Electronics & Information Technology, Government of India', to innovate, develop and deploy ICT and other emerging technologies for the benefit of the common man. It is a 'not for profit' Company under Section 8 of the Companies Act 2013. The Company has been spearheading the Digital India programme of the Government of India, and is involved in promoting use of technology for e-Governance / e-Health / Telemedicine, e-agriculture, e- Payments etc. The Digital India programme promotes safety and security concerns of growing cashless economy and addresses challenges confronting its wider acceptance. It also promotes innovation and evolves models for empowerment of citizens through Digital initiatives and promotes participatory governance and citizen engagement across the government through various platforms including social media.

Digital India Corporation is currently inviting applications for the following positions purely on Contract/ Consolidated basis for **Portal Team**: -

Sr. No.	Name of the Post	No. of positions
1.	Graphic Designer	1

** **The place of posting** shall be in New Delhi but transferable to project locations of Digital India Corporation as per existing policy of Digital India Corporation.

Screening of applications will be based on qualifications, age, academic record and relevant experience. Digital India Corporation reserves the right to fix higher threshold of qualifications and experience for screening and limiting the number of candidates for interview. Only shortlisted candidates shall be invited for selection interviews. Digital India Corporation reserves the right to not to select any of the candidates without assigning any reason thereof.

The details can be downloaded from the official website of DIC viz. www.dic.gov.in

Eligible candidates may apply ONLINE: <https://ora.digitalindiacorporation.in/>



Job Description: Graphic Designer

A. Role and Responsibilities:

Basic:

1. Should have hands-on experience with Photoshop and Illustrator.
2. Should have experience with logo design, corporate brand identity design.
3. Creation of Social Media posts, newsletter, banners etc.
4. Knowledge about style standards on fonts, colors, and images.
5. Working as part of a multi-disciplinary team
6. Keeping up-to-date with recent technological and software development landscape

Desirable:

1. Should have experience with web UI design, app UI design.
2. Identify and troubleshoot UX problems.
3. Good knowledge of creating wireframes, prototypes, storyboard, and user flows etc.

B. Skills & Abilities:

Basic:

1. Proficiency in Adobe Photoshop and Illustrator for graphic creation and editing.
2. Experience in designing logos, corporate branding, and marketing materials.
3. Strong analytical skills to identify and resolve UX issues
4. Knowledge of style standards, including fonts, colors, and imagery, to maintain consistency in designs.
5. Attention to detail
6. Proven ability to manage multiple projects at one time to meet tight deadlines

Desirable:

1. Skilled in creating web and app UI designs that are visually appealing and user-friendly.
2. Ability to create wireframes, prototypes, storyboards, and user flows using tools like Figma & Adobe XD.

C. Qualifications and Experiences:

Basic:

1. Graduate in Fine Arts/ Visual Design/ Visual Communication/ Design related creative studies or Any Graduate with Diploma / Certification in Graphic Design or UI/UX
2. 2+ years' experience in preferred skills.

Desirable:

1. Work experience in large corporates or any govt. organization in the IT domain



General Conditions applicable to all applicants covered under this advertisement:

1. Those candidates, who are already in regular or contractual employment under Central / State Government, Public Sector Undertakings or Autonomous Bodies, are expected to apply through proper channel or attach a 'No Objection Certificate' from the employer concerned with the application OR produce No Objection Certificate at the time of interview.
2. Digital India Corporation reserves the right to fill all or some or none of the positions advertised without assigning any reason as it deems fit.
3. The positions are purely temporary in nature for the project of Digital India Corporation and the appointees shall not derive any right or claim for permanent appointment at Digital India Corporation or on any vacancies existing or that shall be advertised for recruitment by Digital India Corporation in future.
4. Digital India Corporation reserves the right to terminate the appointments of all positions with a notice of one month or without any notice by paying one month's salary in lieu of the notice period.
5. The maximum age shall be as on the last date of receipt of the applications. Screening of applications will be based on qualifications, age academic record and relevant experience. The designation against the position shall be mapped as per the approved policy.
6. In case of a query, the following officer may be contacted

Ms. Vinaya Viswanathan
Head- HR
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6 CGO, Complex Lodhi Road,
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Phone No. 011-24303500, 24360199