



सत्यमेव जयते

CENTRAL WAQF COUNCIL

(Ministry of Minority Affairs, Government of India)

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F.No.13(2)2012-CWC

Central Waqf Bhawan
P-13 & 14, PushpVihar,
Sector-6, Saket,
Opposite Family Court,
New Delhi -110 017
Dated: September 16'2015

Central Waqf Council invites applications for one post of System Analyst and one Assistant (IT) to administer the Scheme of the Computerization of records of State Waqf Boards, purely on contractual basis on consolidated salary, co-terminus with the Scheme likely to be continued upto 31.3.2017

Qualifications & Experience for the post of System Analyst and Assistant (IT)

Qualifications	System Analyst	Assistant (IT)
Essential:	1.MCA/B.Tech/B.E Degree in IT from a recognized University/Institute 2.At least five years post qualification experience in IT related field in a reputed organisation. 3.Should have a sound knowledge/understanding of IT related work, programming, website management, which includes monitoring design, development co-ordination and execution of the project 4.Outstanding verbal and written communication skill in English. 5.Should be ready to travel frequently as per the requirement of the task. 6.Ability to prepare, analyse and interprets, operational report and troubleshoots and analyse complex problems. 7. capability to handle independently all the IT related work.	1.Bachelor Degree in IT/Computer Science from a recognized university/Institute OR 2.Graduate in any discipline with one year diploma course in Computer Application from recognized institute. 3.Thorough knowledge of MS Office, internet surfing etc. 4.Typing speed of atleast 40 w.p.m.in English. 5. 3 years post qualifications experience in IT related field. 6.Should be ready to travel frequently as per the requirement of the task. 7.Strong analysis skill & monitoring
Desirable :	Knowledge of Urdu	Knowledge of Urdu
Salary :	Negotiable	Negotiable

Interested candidates may send their applications to Secretary, Central Waqf Council, P-13& 14, Pushp Vihar, Sector-6, Opp. Family Court, Saket, New Delhi-110017 alongwith self attested copies of their testimonials up to 30.09.2015 from the date of advertisement CWC reserve the right to modify/ upgrade the eligibility criteria in case of large number of applications are received.

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Secretary, CWC