

**UT Administration of Dadra and Nagar Haveli and Daman and Diu,
Office of the Superintendent of Police (HQ),
Police Headquarters, Opp. Coast Guard Air Station,
Nani Daman – 396 210.**

No.PHQ/GNL-III/CCPW-Cyber Lab-Outsource Manpower/2018/955

Dated: 22/12/2022

Advertisement

WALK – IN – INTERVIEW (On Contract Basis)

HIRING OF JUNIOR CYBER FORENSIC CONSULTANT IN THE UT OF DADRA & NAGAR HAVELI AND DAMAN & DIU

The UT Administration of Dadra & Nagar Haveli and Daman & Diu has decided to conduct walk-in-interview from the eligible candidates for engaging a **Junior Cyber Forensic Consultant** purely on contract basis in the Police Department, Dadra & Nagar Haveli and Daman & Diu under the Cyber Crime Prevention against Women and Children (CCPWC) scheme, as per details given below:-

Name of post	Junior Cyber Forensic Consultant
Number of Post	• 01 (One)
Nature of Duties	<ul style="list-style-type: none">• The consultant shall act as the Cyber Forensic official and Security Consultant to the Department, who shall integrate, plan, successfully implement and deliver all Cyber Forensic/Security related activities for the Police Department.• Establishment of State Cyber Crime Forensic Laboratory cum Training Centre.• Conduct training Seminar and workshop on Cyber Forensic and Cyber Security to the police personnel, prosecutors and judicial officers etc. Imparting training to Police personnel of Dadra & Nagar Haveli and Daman & Diu and make them user friendly with the software/hardware and tools of cyber forensic laboratory• Research and Development activities• Cyber Crime awareness among citizens• Prepare strategy and plan for prevention of Cyber Crimes.
Job Location	UT of Dadra & Nagar Haveli and Daman & Diu
Job Description	A. Project Plan & implementation Prepare & review overall project implementation schedule to set up Cyber Forensic Training lab for Dadra & Nagar Haveli and Daman & Diu Police Department. This includes but not limited to:- i. Planning & evaluation for procurement of forensic tools. (E-tender preparation and /or procurement through GeM) ii. Layout & network designing to setup the lab. iii. Handling installation of tools/software. iv. IT Security management. v. Drafting Standard Operating Procedures & guidelines. vi. Quality Certification of the lab.

	<p>B. Operations Management</p> <ul style="list-style-type: none"> i. Operationlization and Maintenance of lab. ii. Report Generation iii. Progress presentation. <p>C. Monitoring</p> <ul style="list-style-type: none"> i. RFP for up-gradation facilities of the lab and subsequently bid process management, award of contract, SLA preparation & monitoring/enforcement. ii. Risk assessment with recommendations to mitigate the risks. <p>D. Capacity building.</p> <ul style="list-style-type: none"> i. Preparation of training calendar. ii. Scheduling and communicating training plan. iii. Conducting training sessions (Theory and practical) iv. Evaluating & monitoring the performance of trainees. v. Providing refresher trainings periodically. vi. Developing new courses & curricular keeping up with latest development in Cyber Forensic.
Other Skills Required	Should demonstrate effective communication at all level of department including senior leadership. Should possess problem-solving skills via logical and systematic thinking and showcase decision-making abilities.
Qualifications/ Criteria	<p>Essential</p> <ul style="list-style-type: none"> i. Age:- Not exceeding 40 years. ii. Minimum Education Qualification:- Regular degree in (i) B.E. / B.Tech in Information Technology / Computer Science Engineering or (ii) M.Sc. or MCA in Computer Science or Forensic Science or Information Security or Cyber Law. iii. Work Experience: Minimum 02 years.
Desirable Criteria	<p>A. Preferred education Qualification:- M.E./M.Tech in IT/ECE/CSE or equivalent ICT domain.</p> <p>B. Preferred Certifications /Diploma/Courses in:- Networking and /Or DBMS and/or Cyber Forensic and/or Certified Cyber Crime Investigator (CCCI) and/or, Computer Hacking Forensic Investigator, (CHFI) and/or Certified Forensic Computer Examiner (CFCE) and/or Certified Information System Security Professional (CISSP) and/or Certified Information System Auditor (CISA) and/or Certified in Risk and Information Systems Control (CRISC)</p> <p>C. Worked on leadership position for at least 5 years while handling team of at least 3 or more in ICT Sector.</p> <p>D. Relevant experience in the following area(s)/aspect(s).</p> <ul style="list-style-type: none"> i. Implementing all aspects of setting up and operationlization of Cyber Forensic Training lab or similar lab. ii. Should have experience in planning, designing, procurement, implementation & monitoring of similar lab. iii. Networking (esp. In WiFi, LAN etc)

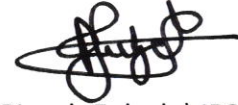
	<p>a) Certification/course/diploma in this area would be given added weightage.</p> <p>iv. Usage of Cyber Forensic Tools.</p> <p>a) Certification/course/diploma in this area would be given added weightage.</p> <p>v. Must have handled operational management and delivered capacity building workshops/training sessions.</p> <p>vi. E-tender preparation and procurement through GeM.</p> <p>E. Desirable experience of working in the following areas:-</p> <p>i. Preparation of detailed project Report (DPR), Request for proposal (FRP) of ICT project(s)</p> <p>ii. Bid process management of ICT project(s)</p> <p>iii. Drafting of Contract & Service level Agreements (SLA) and monitoring of System Integrator (SI)</p> <p>iv. Experience/knowledge of Software Development Life Cycle (SDLF)</p> <p>a) Certification/course/diploma in this area would be given added weightage.</p> <p>v. Handling database, application servers etc.</p> <p>a) Certification/course/diploma in this area would be given added weightage.</p> <p>vi. Experience in data mining and/or data analytics via ICT tools.</p> <p>a). Certification/course/diploma in this area would be given added wightage.</p> <p>F. Preferred experience of working in the following areas:-</p> <p>i. Ethical hacking</p> <p>ii. Forensic domain.</p>
Remuneration	Consolidated monthly remuneration of Rs. 1,00,000/- (One lakh only)
Terms & Condition	<p>i. The engagement to the post of Junior Cyber Forensic Consultant will be purely on contract basis. It neither leads to nor does it confer any rights for regular appointment or pensionary benefits in the UT Administration.</p> <p>ii. The appointment will be initially for one year only. Further extension will be considered by the appropriate authority on the basis of satisfactory performance of the service.</p> <p>iii. The employee will have to give a notice of one month to the controlling officer before deciding to quit from the post or deposit one month's salary in lieu of the same after which the appointment will stand terminated.</p> <p>iv. The department reserves the right to terminate the contract to the post before the expiry of the stipulated period without assigning any reason of the giving a month's advance notice or paying one month salary.</p> <p>v. The Committee constituted by the UT Administration Dadra & Nagar Haveli and Daman & Diu will hold the interview for the above advertised post and select the suitable candidates as per merit.</p>

	<p>vi. Application in the prescribed format (neatly computerized typed) are invited from interested professionals who match or exceed the requisite qualification standard notified by the UT Administration for the post.</p> <p>vii. Emoluments to the post are fixed (consolidated). No other allowance/claim by whatsoever name including DA is permissible. All statutory deduction including Income Tax (TDS) will be made as per the prevailing laws of the Govt. No other perks such as accommodation, vehicle etc. shall be payable.</p> <p>viii. The office working hours are subject to change as per the requirement of Police Department.</p>
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The walk – in – interview will be conducted on 11.01.2023 at 10:00 a.m. in the Conference Hall, Secretariat, Vidhyut Bhavan, Kachigam, Daman. The interested candidates will have to appear for the interview along with original certificates.

The Selection will be based on the performance in the interview and on the basis of the qualification & experience. The decision of the competent authority on selection of candidates will be final.

Note:- No TA/DA will be paid for attending the interview.



(Piyush Fulzele) IPS
Superintendent of Police (HQ),
DNH & DD

Copy to:-

1. The SO to the Deputy Inspector General of Police, DD & DNH
2. The Superintendent of Police, Daman
3. The Dy. Superintendent of Police (PHQ), Daman
4. The Field Publicity Officer, Daman to publish the above advertisement in local and nation newspapers as per policy and DAVP rates.
5. The SIO, NIC, Daman for uploading the advertisement on the official website of the UT Administration of Dadra & Nagar Haveli and Daman & Diu.
6. All Head of Offices, DNH & DD for information and wide publicity.
7. Police Inspector (PHQ), Daman
8. I/c Establishment Branch, PHQ, Daman
9. I/c Accounts Branch, PHQ, Daman
10. Office copy/Notice Board.