



GOVERNMENT OF KERALA

FINANCE (ADMINISTRATION-A) DEPARTMENT

No.2822202/ADMN-A2/168/2024-FIN Thiruvananthapuram Dated: 29.01.2025.

NOTIFICATION

Applications are invited for the post of Director (Information Systems) in Finance Department, on deputation basis, from officers working in Central / State / Public Sector Undertakings / Autonomous Bodies or on contract basis, having the qualifications mentioned below.

Qualification:

B.Tech in any discipline/MCA with a minimum 15 years experience in IT related projects/Project Life Cycle Management out of which at least 5 years should be in a senior management level. The person should have experience in handling projects independently, should have demonstrated experience in conceptualising, implementing and managing IT systems including cyber security measures, preferably in the financial sector. Those with certifications such as CISCO , Redhat or Microsoft are preferred.

Job Profile

- Director has to oversee IT development in the Finance Department including its linkages with other departments and agencies including Treasury system, budget system, HR system and audit.

- Giving technical advice regarding Information Technology to the Finance Department, the line departments under the Finance Department and all other departments of the State.
- Inspection in Information Technology Installations, if required, and giving Technical Advice.
- Giving technical advice to various projects of various departments in IT related matters.
- IT related works as requested by the Government from time to time.
- Manage regular back up operations and implement appropriate processes for data protection, disaster management, business continuity planning and fail-over procedure.
- Experience in architecting and managing production environments across Physical, Virtualized, and Cloud Technologies.
- Experience with databases, networks (LAN, WAN), and patch management.
- Familiarity with various operating systems and platforms.
- Knowledge of large language models and emerging AI Technology.
- To take cyber security measures to make IT Systems safe and secure.
- Assisting the Finance and line Departments for drafting various IT related policy documents such as Backup Policy, Archival Policy, Data Retention Policy etc.
- Guiding the Finance and line Departments for securing IT systems and services.
- Ensuring the up-to-date security auditing of Software Applications of Finance and line Departments.
- Support the Finance and line Departments for setting up for PMU (Project Management Unit)
- Oversee IT systems' design, development, and maintenance for financial processes such as budgeting, accounting, reporting, and compliance. Manage system integrations, upgrades, and automation to enhance efficiency.

- Ensure the integrity, security, and confidentiality of financial data. Implement robust cyber security measures and compliance with data protection regulations.
- Ensure that IT systems comply with legal, financial, and regulatory standards. Monitor adherence to financial reporting and IT governance frameworks.
- Lead and mentor a team of IT professionals and finance experts. Collaborate with stakeholders to understand requirements and deliver IT solutions.
- Oversee contracts and negotiations with IT vendors and service providers. Manage budgets for IT infrastructure and finance-related technology initiatives.

If the candidate is selected on deputation basis, the pay and allowance shall be as that in the parent Department. If the candidate is selected on contract basis, the salary shall be fixed as a consolidated amount of Rs. 2,00,000/month (Two lakh rupees per month).

Period of Appointment

In case of **deputation**, the appointment will be initially for one year which may be extended based on their performance during that period.

In case of **contract appointment**, the appointment will be for three years initially, which may be extended based on their performance during that period.

Applications along with necessary documents should be submitted through proper channel (for those seeking appointment on deputation) with advance copy to the Additional Chief Secretary, Finance Department, Government Secretariat, Thiruvananthapuram on or before **28.02.2025**.

DR A JAYATHILAK I A S
ADDITIONAL CHIEF SECRETARY (FINANCE)

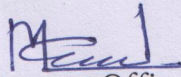
To

The Information & PRD, Thirvananthapuram (It is requested to give wide publicity to this notification in all leading Malayalam and English dailies).

The Nodal Officer, www.finance.kerala.gov.in

Notice Board/ Stock file / Office Copy(2822202) .

Forwarded / By Order


Accounts Officer