

Guj Info Petro Limited 2nd Floor, Block no 15, Udhyog Bhavan, Sector-11, Gandhinagar-382017 Website: <u>www.gipl.net</u>

S/ N	Position	No. of positions	Experience	Age & Qualification
1.	Senior Manager	01	<ul> <li>Minimum 15 Years of work experience in IT sector with 08 years of experience in Software Project Management out of which at least two years of experience in software development in .NET / .NET Core technology and database development including SQL Server / PostgreSQL.</li> <li>Profile: <ol> <li>Software Project Management, Client Management and stake holder Management.</li> </ol> </li> <li>Will be accountable for creating and executing the project plan by setting up project baseline concerning deliverables, project timeline and cost, monitor that the project schedules are adhered to as per the client specifications and deliveries are as per the time and quality standards.</li> <li>Responsible for resolving any project scope, issues and challenges.</li> <li>Communicate progress report to project stakeholders on ongoing basis and manage project expectations with team members and other stakeholders in a timely and clear manner.</li> <li>Ensure that the consistency of operational standards and excellence across projects are driven by implementation of standard SOPs, policies and documentations, using established best practices to translate them into project deliverables and milestones.</li> <li>Responsible for finishing projects within defined budgeted hours.</li> <li>Should be able to provide technical guidance / solution in projects developed in .NET / .NET CORE technology, database like SQL Server, PostgreSQL and agile development processes is desirable</li> <li>Should be able to give valuable inputs for designing / optimizing technical architecture for on-premise or cloud hosting.</li> </ul>	Age: minimum 36 years and maximum 48 years Qualification: B.E / B. Tech. (Computer Engineering / Information Technology) / MCA

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2.	Assistant Manager	01	<ul> <li>Minimum 09 Years of post-qualification work experience in Software Application Development.</li> <li>Profile: <ol> <li>Use Technologies like Angular, ASP.Net, .Net Core, SQL Server / Postgre / MySQL, C#, ADO.Net, REST API, MVC, Entity Frame work, Web Services, Web API etc.</li> </ol> </li> <li>Should have strong knowledge of Software architecture, development tools and reporting technologies (SSRS / RDLC).</li> <li>Good knowledge of Deployment and Database Management.</li> </ul>	Age: Minimum 30 years and maximum 42 years Qualification: B.E / B. Tech. (Computer Engineering / Information Technology) / MCA
3.	Senior Software Engineer	01	<ul> <li>Minimum 06 years of work experience in Software Application Development</li> <li>Profile: <ol> <li>Use Technologies like Angular, ASP.Net, .Net Core, SQL Server / Postgre / MySQL, C#, ADO.Net, REST API, MVC, Entity Frame work, Web Services, Web API etc.</li> </ol> </li> <li>Should have strong knowledge of Software architecture, development tools and reporting technologies (SSRS / RDLC).</li> <li>Good knowledge of Deployment and Database Management.</li> </ul>	Age: Minimum 27 years and maximum 40 years Qualification: B.E./B.Tech (Computer Engineering / Information Technology) /MCA
4.	Software Engineer	07	<ul> <li>Minimum 03 Years of work experience in Software Application Development</li> <li>Profile:</li> <li>1. Use Technologies like Angular, ASP.Net, .Net Core, SQL Server/Postgre/MySQL, C#, ADO.Net, REST API, MVC, Entity Frame work, Web Services, Web API etc.</li> <li>2. Should have strong knowledge of Software architecture, development tools and reporting technologies (SSRS / RDLC).</li> </ul>	Age: Minimum 23 years and maximum 38 years Qualification: B.E / B. Tech. (Computer Engineering / Information Technology) / MCA

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5.	Mobile App Developer	01	<ul> <li>Minimum 03 Years of work experience in Mobile app development preferably with Flutter framework. Mobile App Developer will be responsible for designing, developing and maintaining cross-platform mobile applications using Flutter and related technologies.</li> <li>Profile: <ol> <li>Design and develop cross-platform mobile applications using lonic framework, HTML5, CSS3, and JavaScript, ensuring high performance and responsiveness.</li> <li>Collaborate with product managers, designers and backend developers to understand project requirements, user experience goals and technical feasibility.</li> <li>Write clean, efficient and maintainable code following best practices and coding standards.</li> <li>Conduct thorough testing and debugging to identify and resolve software defects and performance issues.</li> </ol> </li> <li>Integrate mobile app swith backend services and third-party APIs, ensure seamless data flow and optimal user experience.</li> <li>Optimize mobile app performance, including load time, responsiveness and memory utilization.</li> <li>Stay up-to-date with the latest trends and advancements in mobile app development and incorporate relevant technologies and frameworks into projects.</li> <li>Collaborate with cross-functional teams to ensure smooth integration of mobile apps with other systems and platforms.</li> <li>Provide technical guidance and support to junior development.</li> <li>Collaborate with quality assurance teams to ensure the delivery of high-quality, bug-free mobile applications.</li> </ul>	Age: minimum 23 years and maximum 35 years Qualification: B.E/ B.Tech (Computer Engineering / Information Technology) / MCA

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6.	Database Administra tor (DBA)	01	<ul> <li>Minimum 06 Years of work experience of Database Administration as well as SQL Server/Postgre Programming. Should have strong skills for SQL Query Performance Enhancements, Stored Procedure, Triggers, View and SQL Server Database Maintenance. Preference will be given to candidates having professional certification (DP900 or equivalent) in database handling.</li> <li>Profile: <ol> <li>Ensure consistent performance of applications</li> <li>Responsible for implementation, configuration, maintenance and performance tuning of critical SQL Server features</li> <li>Improvement of existing database and stored procedure, trigger as well as guide in creating database design</li> </ol> </li> <li>Database Backup, Security, Performance Monitoring and Recovery</li> <li>Up to date with current trends</li> <li>Independently analyze, solve and correct issues in real time, providing end-to-end problem resolution</li> <li>Assist developers with complex query tuning, indexing and schema refinement</li> <li>Share domain and technical expertise, provide technical mentorship and cross-training to other peers and team members</li> <li>Configure and maintain database servers and</li> </ul>	Age: Minimum 27 years and maximum 40 years Qualification: B.E/ B.Tech (Computer Engineering / Information Technology) / MCA
			processes, including monitoring of system health and performance, to ensure high levels of performance, availability, and security of application Experience in data migration will be an added advantage.	

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7.	Senior Officer – Secretarial & Legal	01	Should possess minimum 04 years of work experience. To provide legal support to the organization, the role involves managing legal documentation, drafting and reviewing legal agreements including contracts, tenders, bank guarantees/ performance BG, liaisoning with lawyers, government authorities, maintaining legal database etc. Coordinating with stakeholders, scheduling meeting, to ensure compliance with legal requirement. Assist in convening Board/Committee/General Meetings and General Meetings, preparing agenda and minutes thereof Under Companies Act,2013. The desirable candidate must have sound knowledge of legal principles and practices, excellent communication skills, be able to successfully work in crossfunctional teams and must possess result driven approach and time commitment.	Age: Minimum 25 years and maximum 35 years Qualification: Should be a member of the Institute of Company Secretaries of India. Additional qualification in LLB would be preferable
8.	Senior Officer - Projects	01	<ul> <li>Minimum 06 years of experience with at least 02 years of experience in Project Management / Contract Management related activities</li> <li>Profile:</li> <li>1. Contract Management: <ul> <li>Monitoring Project as per the contract terms</li> <li>Approvals processing for payment/certification/project closure etc. as per contract terms.</li> <li>Providing information sought by client or management for various projects as per contractual agreement.</li> <li>Reviewing of various terms and condition standard to projects and updating same on time to time basis</li> <li>Coordinating various Audits regarding projects, providing data, managing and creating documents for projects/audits/SoP's etc.</li> <li>Internal procurement processing, data sharing, providing tax, income provision details as required by internal stake holders</li> </ul> </li> <li>2. Project Co-ordination with proper communication skill: <ul> <li>Co-ordinating with project account manager and updating status of Projects</li> <li>Management approval and subsequent Payment recommendation to Client as per tender's Terms &amp; Conditions</li> </ul> </li> <li>3. Data compilation and presentation on requirement basis for Management reviews and co-ordination with department as per requirement of Management</li> <li>4. Preparation and submission of various MIS reports on need basis</li> </ul>	Age: Minimum 27 years and maximum 38 years Qualification: Graduate in any discipline and MBA / MCA / Master's degree / Post graduation degree with relevant experience as per profile

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9.	Officer (Projects - Business Developm ent)	01	<ul> <li>Minimum 03 years with at least 2 years of experience preferably in an IT company</li> <li>Profile:</li> <li>1. Develop, maintain and grow business relationships with existing and new clients; serve as point of contact for Customer Relationship Management (CRM)</li> <li>2. Managing end to end sales cycle, right from lead generation to proposal writing to negotiations / closures and also account management.</li> <li>3. Understand client requirement and co-ordinate with internal technical team to propose solutions / services to prospective clients (proposal preparation and presentation)</li> <li>4. Assist in expanding GIPL client base, Support in understanding client needs, manage client expectations and develop strong client relationship, Develop growth strategy mainly focusing on financial gain</li> <li>5. Assist in invoicing, follow-up and collection as per agreed milestones with client</li> <li>6. Prepare weekly and monthly status reports/documents as required by management</li> <li>7. Accountable for yearly revenue targets</li> </ul>	Age: Minimum 25 years and maximum 35 years Qualification: Graduation in any discipline and M.Com / MBA / MCA/ Masters degree/ Post graduation degree with relevant experience as per profile
10.	Graduate Engineer Trainee (GET)	04	Candidates having Project / work experience over ASP.Net, .Net Core and SQL Server/PostgreSQL Technologies are preferred.	Minimum 20 years and maximum 25 years Qualification: B.E/ B.Tech (Computer Engineering / Information Technology)/ MCA

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11	Senior System Administr ator	01	<ul> <li>Minimum 06 years of work experience out of which 02 years of work experience in cloud operations</li> <li>Profile: <ol> <li>Must have experience in windows based server management.</li> <li>Should be able to manage Linux based server environment along with windows</li> <li>Should have knowledge of web application deployment, hosting on web server.</li> <li>Design, plan infrastructure sizing, recommend optimization, Install and configure hardware and software for cloud operations (AWS and Azure.)</li> <li>Responsible for the availability, security, access, backup, and performance of the on-prem / cloud infra</li> <li>Should be able to manage on-prem / cloud administrative and operations tasks as well as resolving issues within defined service level objectives</li> <li>Support development and implementation of disaster recovery and business continuity practice</li> <li>Responsible for coordinating, escalating, resolving technical issues and complex problems with SI/OEM /Cloud service provider and also brief senior management</li> <li>Conduct research and technical analysis to identify trends and provide recommendations on cloud solutions for upgrades, improvements and strategies to ensure a stable, available, protected, effective and efficient service</li> </ol> </li> <li>Responsible for preparing timely status reports, incident reports / problem summaries and project status to management as required. Also train the exiting staff in cloud services</li> <li>Create and maintain up-to-date operational documentation such as standard operational procedures</li> <li>Knowledge of cloud security auditing experience will be added advantage with relevant certification</li> <li>Experience in Tier 2 / Tier 3 data centre handling will be an added advantage.</li> </ul>	Age: Minimum 27 years and maximum 42 years Qualification: B.E (IT / Computer) / MCA / B.E (EC) /MS/Post Graduation with relevant skill set and experience as per the profile

For all the above positions, with regard to qualification candidates should have done Full time course from a recognized / AICTE approved Indian University / Institute.

Interested candidates are requested to apply online on http://careers.gipl.in on or before 10<sup>th</sup> November 2023 midnight. Applications submitted online will only be accepted. All the above positions are on company contract basis.