



EdCIL (India) Limited
A "MINI RATNA" CATEGORY-I CPSE OF GOVT. OF INDIA
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REGULAR CPSE POSITIONS IN NCR / DELHI (RECRUITMENT ADVERTISEMENT- HR / RECTT. / ADVT. / 2025/02)

EdCIL (India) Limited is a **Mini Ratna Category-I, CPSE** continuously profit making and fast growing CPSE under the Ministry of Education, Govt. of India offering Project Management & Consultancy Services in all areas of Education and Human Resource Development, both within India & Overseas. The Company achieved turnover of Rs.656 crores during FY 2023-24. Currently, EdCIL is undergoing a major transformation in application of IT enabled services and is planning for quantum jump in its turnover and is poised to play a major role in the education eco system in India.

EdCIL offers attractive compensation package with opportunity of career advancement. EdCIL is looking for highly competent, experienced, technology driven and self-motivated candidates with a passion for excellence for the posts of **General Manager (Digital Education Systems)** and **General Manager (Business Development)** in **E-5 grade on tenure track basis (5+2 Years)**. Further, EdCIL invites applications for 10 posts of **Officer Trainees on regular basis**.

EdCIL invites you to be a part of an exciting career in the education domain where technology is key to development. EdCIL plays a significant role in creating impact in the education and related services to its clientele group. Applicants are invited to apply online to the following posts subject to meeting the eligibility criteria with regard to education qualifications, relevant experience, age etc. given as under:

S. No	Post & Scale of Pay	Educational Qualification	Experience	Age
1.	General Manager (Digital Education Systems) (E-5) IDA Pay Scale: ₹80,000 - 2,20,000 No. of Post: 1 (UR) Tenure Track: 5 Years (Further extendable for 2 more years based on performance) or till superannuation	Essential Post Graduate in Engineering with specialization in IT and Computer Science, Computer Application Technology, Electronics & Communication and related disciplines. Desirable: PhD in relevant disciplines and modern areas of IT, ICT, AI applications relevant for the Education sector domain. Experience in the creation and management of digital education platform and related services	Essential: 1. Post Graduate: <u>Minimum 16 years Post Qualification work experience in relevant areas</u> of handling project execution and service delivery of IT/ ICT Projects, design, development of comprehensive technology-enabled system for an organization, educational institute and or large-scale ITES systems development using latest trends, including AI, ML etc. (or) PhD in relevant disciplines and modern areas of IT, ICT, AI applications relevant for the Education sector: <u>Minimum 14 years Post Qualification work experience in relevant areas</u> of handling project execution and service delivery of IT/ ICT Projects, design, development of comprehensive technology-enabled systems for an organization, educational institute and or large-scale ITES development using latest trends including AI, ML etc. 2. At least two years' experience in a CPSE / PSU / Autonomous body of the Central Government, state and statutory bodies, in the Pay scale of ₹70,000–2,00,000 (IDA) (or) equivalent scale of CDA (or) CTC of ₹20 Lakhs per annum, in the last 2 years. Job Description: <ul style="list-style-type: none"> Lead the team in planning and execution of digital education initiatives / projects at various levels in a team. Planning and implementation of projects in IT and ICT relevant to education. Preparation of project concepts and proposals as per client requirements in the education domain, including recent technological trends, LMS, data analytics, and application of integrative technologies for educational and technology-related projects. Provide research inputs for the national and global level, research in ICT/ ITES and Learning solutions. Identification of business leads, inputs, efforts and execution of activities for conversion of successful awards in ICT, IT and technology solutions as per the needs of various clients. Design, plan, and implement ICT activities for the organization as per the requirements, as well as upgrade such activities to keep updated with project planning, management services, and IT-enabled activities for effectively monitoring project progress and achieving deliverables. 	Not above 44 years as on 30.06.2025

S. No	Post & Scale of Pay	Educational Qualification	Experience	Age
2.	General Manager (Business Development) (E-5) IDA Pay Scale ₹80,000-2,20,000 No. of Post: 1 (UR) Tenure Track: 5 Years (Further extendable for 2 more years based on performance) or till superannuation	Essential Post Graduate in Engineering & Technology, Science, Arts, Management and relevant areas as notified by the Government of India, statutory bodies of the Ministry of Education, viz., UGC, AICTE, etc. Desirable: Any higher qualification in the relevant disciplines, or an MBA and/ or related disciplines	Essential: <ol style="list-style-type: none"> 1. Minimum 16 years post-qualification work experience in relevant areas, including business development/marketing, research and analytics in education, social sector and development sector economics, and industrial development. 2. At least two years' experience in a CPSE / PSU / Autonomous body of the Central Government, state and statutory bodies, in the Pay scale of ₹70,000–2,00,000 (IDA) (or) equivalent scale of CDA (or) CTC of ₹20 Lakhs per annum, in the last 2 years. Job Description: <ul style="list-style-type: none"> • The incumbent will lead in planning, designing, developing and executing activities for business identification, development, client relationships, support and assistance in networking, linkages with various client groups at the government (national/ state, regional), PSUs, and autonomous bodies for projects across all sectors in education. • Formulate development and projects, proposals to support the business development of education sector projects, develop a marketing plan, execute marketing initiatives, outreach, and implement planned activities. • Preparing and formulating project concepts and proposals per client requirements in all education sectors, including the current trends of education development viz., IT/ ITES/ ICT and such educational technology projects. • Secure projects in the relevant fields, including identifying business of national, international projects, research inputs for such projects at the national, global level, research in such sectors in line with organizational objectives, goals. • Lead the preparation of business proposals, business leads, and efforts toward successfully converting awards and orders. • Formulation of Project MIS to tap the business potential relevant to an organisation in the sector. 	Not above 44 years as on 30.06.2025
3.	Officer Trainee (S-7) <ul style="list-style-type: none"> • Advisory Services (AS) • Digital Education System (DES) • Educational Infrastructure Services (EIS) • Educational Procurement Services (EPS) • Human Resource & Administration (HR & A) • Overseas Education Services-Study in India (OES-SII) • Online Testing & Assessment Services (OTAS) IDA Pay Scale: ₹37,500-1,31,800 No. of Post: 10 (1 UR, 1 UR - EWS, 4 OBC, 3 SC, 1 ST)	Essential Any graduate in Engineering /Technology/ Management / Arts / Science / Law / Computer Sciences & and other relevant disciplines as approved by UGC or AICTE and such statutory bodies of the Government of India Desirable: Any higher degree (minimum 2 years duration) from the relevant discipline / specializations.	Essential: No mandatory requirement of prior work experience Job Description: The candidate should have skill sets aligning the work attributes in the education domain, relevant skills in research and review, and analytical ability for consulting services. Ability to build relevant skills to meet the organizational objectives, and working in a team to achieve the goals of the projects. Such a candidate should exhibit transparency and be ethical in all endeavors.	Not above 28 years as on 30.06.2025

Note:

- a) The positions announced for the post of General Manager are initial phase of recruitment and will be on contract, tenure track mode, initially for a period of 5 years, further extendable for 2 years based upon their performance.
- b) The positions announced for the post of Officer Trainees are purely on regular basis. Initially, candidates will be on Training period of 1 year followed by probation of 1 year and will be absorbed in the post of Executive (S-7), Group-B.
- c) The Institute/University awarding the Degree / Diploma must be recognized by Central/State Government or AICTE / UGC.
- d) Graduation or Post Graduation must be a full-time program from an institute of repute that follows the Government of India norms.
- e) Candidates applying for the post of Officer Trainee (OT) will be considered based upon essential qualification mentioned above and his / her overall experience, knowledge in the field / discipline relevant to Advisory Services / Digital Education Systems / Human Resource & Administration / Educational Infrastructure Services / Educational Procurement Services / Online Testing & Assessment Services / Overseas Education (Study in India).
- f) The Job description mentioned above are only illustrative in nature and not exhaustive.
- g) Suitable candidates to be sourced from Centrally Funded Institutions (CFIs), government organizations having suitable experience in IT / Digitally enabled services may be considered for deputation.
- h) **Candidates applying for the post of General manager having last experience of Central Govt. / State Govt./Autonomous bodies / Public Sector Undertaking / organizations having minimum turnover of Rs.100 Crores / Listed companies only will be considered.**
- i) Preference will be given to candidates with exceptional qualifications & experience for the posts mentioned. Flexibility in other parameters may be allowed for such candidates having exceptional qualifications & experience.
- j) EdCIL reserves the right to shortlist / reject any candidate based on the suitability for the post / total applications received. EdCIL also reserve the right to withhold, cancel, withdrawn or amend whole or any part of this recruitment process and increase or decrease of vacancy.
- k) Shortlisting for interview shall be based on the declaration by the candidate. However, the eligibility of the candidate shall be confirmed based on submission / verification of all original certificates / documents at the time of Interview.
- l) For CPSE candidates current basic pay (if higher) shall be protected. Additional increment(s) may be considered only in deserving cases.
- m) The cut-off date for age and experience will be 30.06.2025.

General Conditions:

1. Only Indian Nationals shall apply.
2. Age relaxation for SC / ST (5 years) / OBC-NCL (3 years) / Ex-servicemen (05 years) & PwD (Person with Disability) (10 years) will be applicable as per Government Directions. Upper age limit is relaxable by 05 years for the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period from 1/1/1980 to 31/12/1989.
3. The EdCIL's employees (on regular basis) shall be allowed relaxation in the upper age limit to the extent of service already rendered by them in the Company (Maximum upto 7 years)
4. **Remuneration:** Selected candidates for the post of General Manger will be placed in the IDA pay scale of ₹80000- 220000 (E-5). Besides Basic pay, they will be entitled to DA, HRA / Leased accommodation, Performance Related Pay (PRP), Leave Encashment, Medical Facilities, Perks, superannuation benefits (i.e. PF, Gratuity, PRMS, NPS) etc. as per rules of the company
5. The candidates applying for the post of General Manager should be in service as on date of submission of online application and on date of interview.
6. Mode of receipt of applications will be **ONLINE** only however, the employee from Govt. Deptt./PSU/Autonomous bodies are required to forward their applications (hard copy) through proper channel preferably within 15 days of submission of online application. The candidates from Govt. Dept./PSU/Autonomous bodies applying for the posts of General Manager (E-5) should organize to forward their APAR/ACR for the last 5 years along with the hard copies of their application. In the

absence of proper forwarding of their application through their employer and also not producing NOC at the time of interview their candidature will be treated as cancelled / rejected.

The envelope mentioning the "Post applied for" should be addressed to Head (HR & Admin), EdCIL House, Plot No. 18A, Sector 16A, Noida 201301.

7. Documents in support of Age, Academic / Professional Qualification, Experience and age relaxation etc. have to be produced in original at the time of Interview. In case of employees from Government/PSUs/Autonomous bodies, NOC is required to be produced at the time of interview.
8. Screening and selection will be based on the details provided by the candidates. Hence, it is necessary that applicants should furnish accurate, complete and correct information in all areas including details of experience. Furnishing of any incomplete, wrong / false information will be a disqualification. If at any stage during the recruitment, selection process and even any time thereafter, it is found that any candidate has furnished false / wrong / misleading or concealment of information, his/her candidature will be cancelled or service will be terminated forthwith.
9. Merely submission of online applications and fulfillment of the eligibility criteria shall not confer any right upon the candidate to be called for interview. The overall requirement of the job will be one of the criteria for screening / short listing of the candidate for interview. Candidate shall be shortlisted based on qualifications, experience & other qualifying criteria. Only the shortlisted candidates shall be called for interview / Written Aptitude Test (WAT).
10. Outstation candidate appearing for Interview shall be reimbursed Travelling allowance as per rules of the Company.
11. Candidates are advised to possess a valid e-mail ID which is to be entered in the on-line application form. Call letters and intimations connected with this recruitment will be sent to shortlisted candidates on their registered e-mail ID and by Speed Post to the address intimated.
12. The Advertisement Number and Online Application Number may be noted for future reference.
13. EdCIL reserves the right to shortlist or select/reject any candidate in due observance of relevance to the eligibility as per the given criteria and its recruitment rules.
14. EdCIL's ONLINE application module is live from 20.07.2025 (10 AM) to 18.08.2025 (05 PM).
15. Queries, if any may be addressed to Deputy Manager (HR & Admin.) at hrhelpdesk@edcil.co.in and Telephone No. 0120-4156001 Ext. 201 (10:00 am to 05:00 pm from Monday to Friday).
16. All amendments, time extension, clarifications, etc. will be uploaded on the EdCIL website ([EdCIL : Careers](https://www.edcilindia.co.in/Careers) ([edcilindia.co.in](https://www.edcilindia.co.in))) only and will not be published in newspapers. Candidates should regularly visit the EdCIL's website to keep themselves updated.

PLEASE **CLICK ON OUR WEBSITE** <https://www.edcilindia.co.in/Careers> **(CAREER)** FOR SUBMISSION OF ONLINE APPLICATION.



Issuing Authority
Manager (HR & Administration)