



KARMAYOGI BHARAT

[A Government Company registered u/s. 8 of the Companies Act, 2013 under administrative control of Department of Personnel & Training, Govt of India]
{CIN - U80301DL2022NPL393046}
Parsvnath Capital Tower 7th Floor, Bhai Vir Singh Marg, Sector 4,
Gole Market, New Delhi- 110001

ADVERTISEMENT FOR THE POST OF BUSINESS ANALYST UNDER KARMAYOGI BHARAT, NEW DELHI

Karmayogi Bharat is a Special Purpose Vehicle (SPV) set-up under Section 8 of the Companies Act, 2013 by Department of Personnel and Training as a 100% Government owned not-for-profit Company under National Programme for Civil Services Capacity Building (NPCSCB) – “Mission Karmayogi”.

The Company will be responsible for owning, managing, maintaining and improving the digital assets, i.e., iGOT-Karmayogi (Integrated Government Online Training) the digital/e-learning platform, including the IPR of all software, content, process etc. on behalf of Government with an annual subscription-based revenue model. iGOT Karmayogi is a comprehensive online platform that has resources for online, face-to-face and blended learning. The platform will be a one stop shop for all capacity development needs of the India’s civil services, providing them with resources for continuous-anytime-anyplace learning, a guided path for life-long learning with access to a vast repository of learning content, and insights on individual learning needs and outcomes.

The SPV is also implementing e-HRMS 2.0 which aims to provide an integrated platform for managing employee profiles, deputation, salary slips, vigilance, e-sign, VRS, Notifications, implementation of Chat Bot with the help of Generative AI (Gen AI) and many more services. The upgraded system intends to automate the entire HR process, improve efficiency and reduce errors. The project is guided by the DoPT, aims to enhance the Human Resources Management system for Government Employees.

SPV Karmayogi Bharat invites applications from eligible candidates for recruitment to the following position(s) under e-HRMS 2.0 on contractual basis:

Sl. No.	Name of Post	Total Post
1.	Business Analyst	2

The remuneration would be based on the qualifications and experience of the candidate and as per industry norms. The job description of the post has been attached as **Annexure I**.

For further details, please visit Karmayogi Bharat’s website <https://karmayogibharat.gov.in>. Eligible applicants can apply by submitting their applications by email at careers.karmayogi@gov.in, including Application form, CV and other documents of qualification, experience, age proof etc. by 2nd August 2024. Incomplete and date bar applications will not be considered. Only short-listed candidates will be invited for the interview/selection process.

Application Form

To
The Chief Executive Officer (CEO)
Karmayogi Bharat
New Delhi – 110 001



Subject – Regarding appointment of _____ Post

Reference – Dated _____ advertisement in this website of _____

Respected Sir/Ma'am,

As per the contextual advertisement, I declare that I hold the necessary academic qualifications for the Post of _____ and I submit the details as follows:

1. Full Name: _____
2. Full Address (pin code): _____

3. Mobile No. _____
4. Date of Birth: _____ (DD/MM/YY)
5. Gender: Male / Female
6. E-mail Address: _____

7. Details of the Educational Qualification held by the Applicant

S.No.	Educational Qualification	Passing Year	Marks	Percentage

8. Employment History in chronological order (Attach separate sheet in following format, if necessary)

Name and Address of employer/Organization	Period of service		Designation of the Post held	Remuneration	Detailed description of work	Reason of leaving each post
	From	To				

9. Professional Trainings/Certifications

Organization	Details of Training/Certification	Period	
		From	To

Declaration: I hereby solemnly declare that all the above-mentioned statements are true and correct to the best of my knowledge and belief. Nothing is false or has been concealed/ distorted. If at any time I am found to have concealed / distorted any material/ information, my appointment shall be liable to termination without notice.

Place: _____
Date: _____

Signature of Applicant: _____
Name of the Applicant: _____

JOB PROFILE			
DESIGNATION	Business Analyst	JOB LOCATION	New Delhi
DIVISION/DEPARTMENT	E-HRMS	REPORT TO	Program Manager
JOB SPECIFICATIONS			
JOB PURPOSE	Oversee the overall platform requirements for Karmayogi Bharat – eHRMS 2.0. The job would entail documenting and analysing the platform requirements and design as per the overall program strategy and vision. The individual would be responsible for providing product leadership to the platform that creates and maintains a detailed view of the Product road map.		
ROLE & RESPONSIBILITY	<ul style="list-style-type: none"> ● Liaison with different business teams and determine functional and non-functional requirements. ● Design and define platform product and roadmap. ● Develop high-level product specifications with attention to system integration and feasibility. ● Use tools and methodologies to create representations for functions and user interfaces of desired products. ● Define all aspects of development from appropriate technology and workflow to coding standards. ● Collaborate with a team of software developers and coders, quality analysts and technical support staff. ● Communicate successfully all concepts and guidelines to the development team. ● Oversee the progress of the development team to ensure consistency with the initial design. ● Provide technical guidance and coaching to developers and engineers. ● Ensure software meets all requirements of quality, security, modifiability, extensibility etc. ● Approve final product before launch 		
JOB QUALIFICATION & REQUIREMENT			
EXPERIENCE REQUIREMENTS	<ul style="list-style-type: none"> ● 6+ years of Proven experience in Product management, specifically in eHRMS 2.0 implementation or HR technology systems. ● Strong understanding of HR processes, practices, and compliance standards. ● Proficiency in eHRMS 2.0 platforms (such as SAP, Oracle, 		

	<p>etc.) and project management tools.</p> <ul style="list-style-type: none"> ● Excellent communication, leadership, and stakeholder management skills. ● Analytical mindset with the ability to interpret data and make strategic decisions for system improvements.
EDUCATION REQUIREMENTS	Bachelor's or Master's degree in Information Technology, Business Administration, or related field.
REQUIRED SKILLS/COMPETENCIES	Product Management Technical Knowledge HR and Business Acumen Leadership and Communication Problem-Solving and Adaptability Quality Assurance and Training Change Management
