

No. KUDSIT /749/SO AD/2023

Dated 11.09.2026

NOTIFICATION

Kerala University of Digital Sciences, Innovation and Technology invites applications from qualified Indian Citizens for appointment to the following posts (on a contract basis for 1 year, extendable based on the performance/project requirement) under the Centre for Excellence on Judicial Intelligence funded by the state Government. Candidates shall apply online through the Recruitment Portal. The guidelines for submission of application are available in the portal.

DETAILS OF POST, QUALIFICATION, EXPERIENCE ETC. REQUIRE.

I. Senior Manager – Business Analysis & Project Management

Job code	SMBAPM/092026/749
Name of Post	Senior Manager – Business Analysis & Project Management
No.of Vacancies	01
Remuneration	Rs.80,000-1,00,000 per month (Consolidated), depending on the experience and qualifications.
Age	Should not exceed 50 years as on the last date fixed for the submission of application
Essential Educational Qualification	BE/B.Tech/MCA/M.Sc.(CS/IT) or MBA from a recognized University/Educational Institution.
Desirable Certification	ITIL/PRINCE2/TOGAF/CAPM Certification
Essential Experience	Minimum 15 years of Business Analyst / Project Manager experience. This must include client-facing requirement gathering, Agile web and mobile projects, end-to-end project management, leading cross-functional teams, managing project timelines and delivery schedules, and drafting BRDs, FRSs, SRSs, SOWs, RFP/RFQs, and project proposals.

Desirable Experience	• In-depth experience in understanding client requirements and preparing FRS, BRD. • Experience in modernisation, Business Process Reengineering or Government / Public sector projects will be an added advantage. • Strong experience in Agile methodologies across both web and mobile projects. • Ability to participate in project closure meetings with team leads. • Ability to prepare specification documents based on client requirements. • Ability to prepare proposals and case studies. • Experience in managing projects end-to-end across multiple technical systems and platforms. • Prior experience in managing developers, IT teams. • Strong analytical and project costing skills. • Excellent communication and interpersonal skills. • Exposure to an effective change management process.
	• Excellent communication skills, with the ability to interface with clients and discuss business requirements with diverse project stakeholders. • Strong client-handling abilities, with excellent written and verbal communication skills. • Strong analytical and problem-solving skills, with the ability to analyse client business problems, propose suitable solutions, and extract detailed functional requirements. • Ability to define operational objectives by studying business functions, gathering information, and evaluating output requirements and formats.



Required skills	• Ability to design new business workflows by analyzing requirements, preparing workflow charts and diagrams, studying system capabilities, and writing specifications. • Ability to recommend control measures by identifying issues and developing improved procedures. • Strong documentation skills, with the ability to record client requirements in a clear and detailed manner. • Essential knowledge of preparing business process flowcharts using tools such as Visio. • Experience in developing user documentation, providing business support, and training users. • Good presentation skills. • Experience with Project Management and version control tools is preferred. • Ability to identify project bottlenecks, manage scope creep, negotiate timelines, and resolve conflicts across technical and business teams.
Job Description, Roles and Responsibilities	• Gather business requirements, prepare BRDs, and clearly define customer needs. • Develop workflow charts and diagrams, understand customer requirements, and provide insights into complex business problems through workflows, wireframes, and diagrams. • Elicit business and functional requirements, conceptualize business processes and workflows, and document them effectively. • Manage Teams to ensure delivery and quality • Coordinate among different stakeholder to deliver the appropriate solution within timeframe. • Conduct client meetings, brainstorming sessions, and focus group discussions. • Prepare scope details and FRS documents. Define project scope, goals, and deliverables



	in collaboration with senior management and stakeholders, and prepare all necessary documentation. Review research papers and publications in national and international industry domains, study best practices, and apply relevant insights to business processes.
Nature of Appointment	On contract basis for 1 Year. However, the term may be extended further based on the performance and project requirements.

II. Senior AI Developer

Job code	SAID/092026/749
Name of Post	Senior AI Developer
No.of Vacancies	01
Remuneration	Rs.60,000-75,000 per month (Consolidated), depending on the experience and qualifications.
Age	Should not exceed 35 years as on the last date fixed for the submission of application
Essential Educational Qualification	B.Tech / BE / M.Tech / MSc in Information Technology / Computer Science / Data Science / MCA from a recognized Institution / University
Essential Experience	Machine Learning, Artificial Intelligence or a related field. - For M Tech holders with Specialisation in AI/ML, minimum 1-year post qualification experience in developing and deploying AI/ML//Language Models in real-world applications. - All others minimum 3 years of post-qualification experience in developing and deploying AI/ML/Language Model applications. - Strong programming skills in Python, including familiarity with popular ML libraries (e.g., TensorFlow, PyTorch, scikit-learn).



Desirable Experience	• Experience in working with large-scale data sets and distributed computing framework • Previous work on Natural Language processing, Data Science • NoSQL DB Experience
Desirable Skillsets	• Strong analytical and problem-solving skills, capable of designing and executing experiments to evaluate AI model performance. • Proficiency in machine learning algorithms and deep learning, GenAI architectures. • Expertise in coding best practices such as unit testing and code optimization. • Experience deploying artificial intelligence models in production situations. • Strong communication and presentation abilities are required to communicate difficult technological concepts. • Working knowledge in Agentic AI preferred.
Job Function	• Collaborate with cross-functional teams to explore and develop AI opportunities. • Create, test, and deploy cutting-edge AI/ML models for a variety of applications. • Conduct research to keep current on AI and machine learning breakthroughs. • Deployment of Models for optimization and fine-tuned for performance, scalability, and dependability. • AI solutions should be documented and communicated to both technical and non-technical stakeholders. • Supervise and guide AI Developers and other Team members.
	• Work closely with cross-functional teams, including data scientists, software engineers, product managers, and stakeholders, to align technical decisions



Job Requirements	with project goals. • Create prototypes and proof-of- concept implementations to validate architectural approaches and explore new AI techniques. • Prepare and maintain comprehensive technical documentation, including system architecture diagrams, design decisions, and guidelines. • Oversee the implementation and deployment of AI solutions, working closely with development teams to ensure adherence to best practices, quality standards, and performance requirements. During the implementation phase, provide technical direction and support. • Monitor and optimise the performance of AI solutions, including foundation models and large language models, on a continuous basis. Find ways to improve efficiency, accuracy and speed by fine-tuning, algorithmic advancements, or infrastructure optimisation. • Keep up with the newest developments and trends in AI, foundation models, and large language models. Assess the possible influence of emerging technologies, tools, and frameworks on solution design and implementation.
Job Location	Ernakulam / Thiruvananthapuram
Nature of Appointment	On contract basis for 1 Year. However, the term may be extended further based on the performance and project requirements.

Age relaxation for submission of application

5 years for candidates belonging to SC/ ST and 3 years for OBC candidates.

Mode of Selection

The selection will be based on a test and/or Interview

Venue of Test/Interview

The test /Interview will be conducted in Thiruvananthapuram district only.



General Instructions

1. Scanned copy of the documents to prove age, qualifications, experience, etc. should be uploaded along with online application and originals to be produced as and when called for. Applications without attaching the above documents shall be summarily rejected. No further chance will be given for submitting the same.
2. Incomplete applications or applications without filling the relevant fields will be summarily rejected.
3. Candidates should ensure that the particulars furnished by him/her are correct in all respects. Anything not specifically claimed in the application against the appropriate field will not be considered at a later stage. No deviation whatsoever from the filled in data will be entertained. In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and /or that he/she furnished any incorrect/false information or has suppressed any material fact, his/her candidature will stand cancelled. If suppression of material facts or furnishing of any incorrect/false information is detected even after appointment, his/her service is liable to be terminated
4. Applications submitted without fulfilling the eligibility and other norms mentioned in this Notification as well as the instructions published in the Recruitment Portal of the University will be summarily rejected.
5. In case any discrepancy/ambiguity in the process of selection, the decision of the University shall be final and binding.
6. Consequent up on adoption of self- certification provisions, the University shall process the applications entirely on the basis of the information /documents provided with the application. The selection/ appointment will be provisional and subject to physical verification of the documents.
7. Canvassing in any form will entail the cancellation of candidature.

How to Apply:

1. Applications shall be submitted online latest on **01.10.2026**. The application form is available at <https://www.duk.ac.in/careers>.
2. The applications received after the last date fixed or the incomplete applications or the applications without filling the relevant field will be summarily rejected.
3. No interim queries after the submission of the application will be entertained. The candidates will be intimated the schedule of the Test/ Interview through their registered email only.
4. The candidates are advised to check their registered e-mails regularly after the last date fixed for the submission of the application.
5. The University has the right to cancel the advertisement or entire selection process at any stage without assigning reason thereof and the decision of the University shall be final.



* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

