

Position: Manager (Knowledge Management)

Location: New Delhi

Job Profile	Qualification & Experience
<ul style="list-style-type: none"> • Promote knowledge sharing through the PMU operational units and the Authority offices by implementing knowledge management system to facilitate seamless exchange of information • Promote collaborative tools to facilitate sharing of ideas and work among internal teams members • Develop and maintain the repository of all communications, documents, presentations, case studies, reports, research material, and other knowledge artifacts generated and used by the PMU and the Authority for sharing across the organizational units • Support in preparation of case studies, communications material, brochures, presentations, and orientation and training material • Help disseminate information about the UID project, such as processes, procedures, standards, and other relevant material to internal and external audiences, through the knowledge management system • Manage the content in the UID website 	<p>Educational Qualification</p> <ul style="list-style-type: none"> • Bachelors Degree in Engineering from a premier institute or Masters Degree in Management/ Technology from a reputed institute <p>Experience</p> <ul style="list-style-type: none"> • 3 – 5 years of direct experience with knowledge management/ content management/ process improvement tools • Experience in project management function • Experience of working in a government set up is desirable • Proficient in MS Office

Please send your resume to positions_uid@nisg.org by 21th January, 2010.

Note: Employees from Government/Public Sector Organizations with previous experience in handling e-Governance initiatives at the National or State level are encouraged to apply