www.cdit.org

CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chithranjali Hills, Thiruvallam P.O., Thiruvananthapuram – 695 027

Notification No. C-DIT/HR1- 22/2026 dated 12.11.2026

Project Staff Required

C-DIT is an autonomous institution set up by the Government of Kerala, functioning under the Dept. of Electronics & IT. As an approved Total Solution Provider (TSP) and Accredited Agency for Government IT initiatives, C-DIT undertakes various projects in IT/ITES, e-Governance, Web, Media Communication, Digitisation and Digital transformation of Government departments and organisations.

C-DIT invites online applications from eligible candidates for the temporary project positions for Main Accounts of C-DIT.

The details of posts, qualifications and experience, eligibility criteria and the terms and conditions are given below.

C-DIT/HR1- 22/ 2026	**Accounts Assistant**
No. of Positions	2 (Two)
Maximum Age Limit	Not above 40 years on the date of notification
Educational Qualification	• Bachelor of Commerce (B.Com) • Operating knowledge of Tally is essential.
Experience	Minimum two years work experience in Accounting in an office setup
Desirable	Certification in computerised accounting in Tally Desirable
Remuneration	Rs. 26,060/- to 31,020/- per month (consolidated)
Period & Mode of Engagement	1 year on a contract basis or until the completion of the project, whichever is earlier.
Location	Thiruvananthapuram or any location assigned within Kerala
Mode of Selection	Written Test / Skill Test / Interview, or a combination of these

GENERALCONDITIONS/INSTRUCTIONS

1. **Application shall be submitted through online mode only.** Applications received through any other means including post, fax or e-mail will not be entertained.
2. Incomplete applications will be summarily rejected. Acceptance or rejection of application of the candidates will be at the sole discretion of C-DIT and will be binding on the applicant.
3. **Candidates should read the instructions carefully** and ensure that they possess the required eligibility, qualification and experience in the relevant domains prescribed in the notification before applying for any post.
4. The number of posts shown herein is indicative only and may vary depending on the requirements of the client/ projects. C-DIT reserves the right to increase or decrease the number of posts or to cancel the recruitment to any one or more posts at its sole discretion.
5. **Age, qualification and experience possessed by the applicant as on the closing date of the notification** only will be considered. Applicants shall clearly specify the details and upload supporting documents. Experience certificates furnished shall be issued by reputed establishments.
6. Qualifications obtained from universities/ institutions recognised by the Govt of India/ Govt of Kerala/ Kerala PSC/ empowered academic bodies only will be considered. **Candidates possessing equivalent / higher qualification are eligible to apply.** Such applicant should furnish documentary proof, in case of claims of equivalency. C-DIT reserves the right to determine the eligibility of any professional certificate/diploma other than from the recognised universities / institute.
7. **Relaxation in upper age limit as applicable will be considered** as per norms prescribed by the Govt, of Kerala, in the case of deserving categories, provided such candidates claim age relaxation in the application and upload and produce supporting documents to prove their eligibility.
8. Mode of selection based on the number of applications, C-DIT will decide the selection process which may include skill test/ interview as decided.
9. Initial verification and short listing of applicants will be based on the details provided in the application and the copies of the documents uploaded. Mere possession of the educational qualifications prescribed will not automatically qualify the candidate for selection. Selection will be based on the candidate fulfilling the required professional experience and having proven skills and expertise in the relevant areas. The decision of C-DIT regarding selection at each stage will be final and binding on the candidates.
10. The applications will be shortlisted by a committee constituted by C-DIT, based on the Biodata and details of previous experience provided by the applicant.
11. Shortlisted candidates will be called in for attending written test/ skill test/ interview at the centers allotted by C-DIT. **No TA/DA will be provided** to the candidates at any stage of the recruitment process.
12. Mere inclusion of the candidate in the shortlist / provisional list is not a claim for engagement in the project.
13. Original certificates shall be submitted for verification when intimated. If any discrepancy is found in the application and documents, at any stage, the offer letter shall be cancelled and the candidate will be disqualified.
14. Selected candidates may have to produce Police Clearance Certificate (PCC) at the time of joining, if so required in the offer letter.
15. The appointees shall have no claim for regular appointment in any of the C-DIT establishments after the expiry of the period of this contract engagement.

16. Posting can be anywhere in the client offices/project sites situated in the State of Kerala.
17. The terms and conditions and service benefits shall be as per the terms and conditions prescribed by C-DIT and the selected candidate shall enter into an agreement with C-DIT in the prescribed format.
18. Canvassing in any form will lead to disqualification.
19. All matters will be subject to the jurisdiction of the courts in Kerala.

Procedure to Apply

1. Online application shall be submitted by visiting the portal **www.careers.cdit.org**
2. Candidates are expected to upload the scanned copy of the supporting documents valid as on the closing date, failing which the application may be treated as incomplete or could be rejected.
3. Applicants should complete the online registration first and upload necessary documents. Thereafter, the application shall be finally submitted after verifying the details. Changes if any can be made only before the final submission.
4. **Application fees is Rs. 300/- (incl .GST) for each post. SC/ST candidates are exempted from remitting fees, provided that they upload the caste/community certificate issued by the competent authority. Applicants shall remit the fees using the online link provided in the application portal to the C-DIT bank account. Final submission of applications will be enabled only after remittance of fees.**
5. Applicants are advised to visit the website and note down any change in the schedules/requirements published.
6. List of shortlisted candidates will be published in the portals **www.cdit.org** and **www.careers.cdit.org.**
7. **The intimation to the candidate will be sent by e-mail only.** Candidate may ensure that the email ID provided is valid and have regular access to it. Also check for mails in the SPAM folder.
8. Shortlisted candidates only will be eligible for the written test/skill test/interview.
9. Candidates may choose the centre for written/skill test wherever permitted. However, allocation of the test centre will be made at the sole discretion of C-DIT subject to meeting the minimum required candidates at each centre.
10. Candidates will be shortlisted for group discussion / interview based on the preliminary evaluation of the written/skill test /skill test as decided by C-DIT.
11. Provisional List of shortlisted candidates will be published in the portal **www.careers.cdit.org.**
12. Final rank list will be published based on detailed evaluation and interview.
13. **All communications with the candidates will be through email only to the mail id.**

The closing date of submission of online application is 26.11.2026, 5 PM.

Sd/- Registrar, C-DIT