



A COMPREHENSIVE USER GUIDE

ONLINE RECRUITMENT APPLICATION

FOR APPLICANTS

DIGITAL INDIA CORPORATION

INTRODUCTION

ORA- ONLINE RECRUITMENT APPLICATION

This online recruitment system which is available at <https://ora.digitalindiacorporation.in/> is aimed to revolutionize the traditional hiring process by leveraging digital platform to streamline and enhance talent acquisition. It serves as a virtual bridge for connecting job seekers with DIC recruitment team. It offers a plethora of features to simplify and optimize the recruitment journey for the applicants.

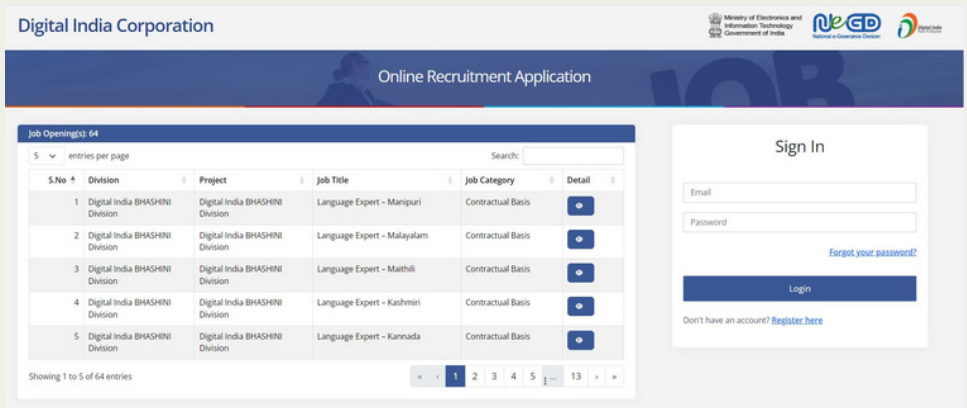
It is a centralized platform where job openings are posted, applications are submitted, and candidate evaluations are conducted.

Overall, ORA offers a modern, efficient, and scalable solution to empower DIC to attract, assess, and hire top talent with ease.

REGISTRATION PROCESS FOR A NEW APPLICANT

Whenever an applicant visits the portal at <https://ora.digitalindiacorporation.in/> he/she will be redirected at this page (depicted below) where he/she can find the current job openings at the left side of the landing page.

However, in order to apply for a particular vacancy applicant needs to sign up if he is a new applicant and login into the system if he has already applied.



Digital India Corporation Ministry of Electronics and Information Technology Government of India **NeGD** National e-Governance Center **gov.in**

Online Recruitment Application

Job Opening(s): 64

5 entries per page Search:

| S.No | Division | Project | Job Title | Job Category | Detail |
|------|---------------------------------|---------------------------------|-----------------------------|-------------------|------------------------|
| 1 | Digital India BHASHINI Division | Digital India BHASHINI Division | Language Expert - Manipuri | Contractual Basis | Detail |
| 2 | Digital India BHASHINI Division | Digital India BHASHINI Division | Language Expert - Malayalam | Contractual Basis | Detail |
| 3 | Digital India BHASHINI Division | Digital India BHASHINI Division | Language Expert - Maithili | Contractual Basis | Detail |
| 4 | Digital India BHASHINI Division | Digital India BHASHINI Division | Language Expert - Kashmiri | Contractual Basis | Detail |
| 5 | Digital India BHASHINI Division | Digital India BHASHINI Division | Language Expert - Kannada | Contractual Basis | Detail |

Showing 1 to 5 of 64 entries

1 2 3 4 5 13

Sign In

Email

Password

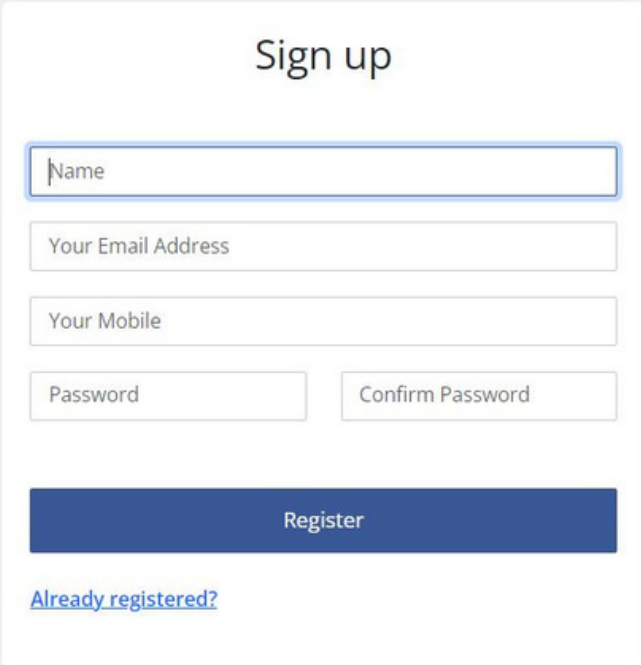
[Forgot your password?](#)

[Login](#)

Don't have an account? [Register here](#)

If applicant is new to the system then he/she may start the process by clicking on REGISTER HERE .

This sign up page(shown below) will be opened where applicant can fill up the required details and can register himself/herself.



The image shows a 'Sign up' form with the following fields and elements:

- Sign up** (Section Header)
-
-
-
-
-
-
- [Already registered?](#)

As soon as applicant fills up all the necessary details in the correct manner he will be successfully registered .

Upon successful registration , applicant will be landed to the dashboard where he/she can find the list of openings and view the Job description by clicking on the “view” icon available against each opening .



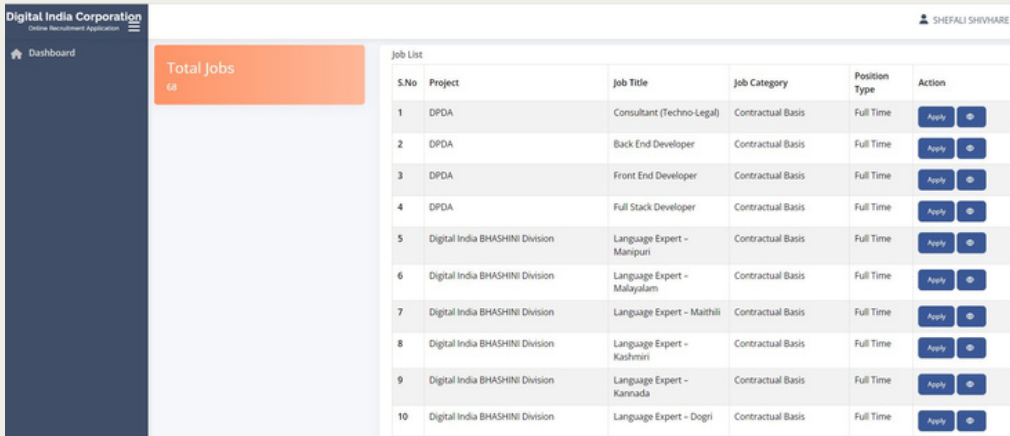
The screenshot displays the Digital India Corporation recruitment application dashboard. A 'Job Details' modal window is open, showing the following information:

- Job Title:** Consultant (Techno-Legal)
- Job Category:** Contractual Basis
- Project:** DPDA
- Travel Required:** YES
- Location:**
- Position Type:** Full Time
- Salary(Monthly):**
- No. of Post:** 1
- Qualification:**
- Experience(Years):**

The modal also includes a section for **Job Details** and **Role and Responsibilities**, which lists several tasks related to data protection and privacy compliance under the DPDP Act 2023.

In the background, a table of job openings is visible. The table has columns for 'Position Type' and 'Action'. The 'Action' column contains 'Apply' buttons and a 'View' icon (represented by a magnifying glass). A blue arrow points to the 'View' icon for the first job opening.

If applicant finds any opening suitable, then he/she may apply for the same by clicking on the APPLY button.



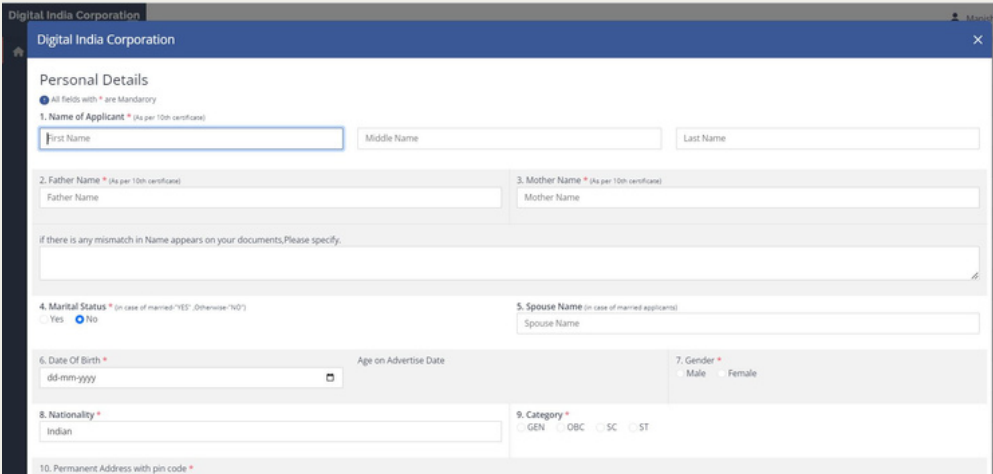
The screenshot displays the Digital India Corporation Online Recruitment Application Dashboard. On the left, a dark blue sidebar contains the logo and the text "Digital India Corporation Online Recruitment Application" and "Dashboard". A main orange box on the left indicates "Total Jobs 68". The main content area shows a "Job List" table with 10 rows. Each row includes a serial number, project name, job title, job category, position type, and an "Apply" button with a right-pointing arrow.

| S.No | Project | Job Title | Job Category | Position Type | Action |
|------|---------------------------------|-----------------------------|-------------------|---------------|-------------------------|
| 1 | DPDA | Consultant (Techno-Legal) | Contractual Basis | Full Time | Apply → |
| 2 | DPDA | Back End Developer | Contractual Basis | Full Time | Apply → |
| 3 | DPDA | Front End Developer | Contractual Basis | Full Time | Apply → |
| 4 | DPDA | Full Stack Developer | Contractual Basis | Full Time | Apply → |
| 5 | Digital India BHASHINI Division | Language Expert - Manipuri | Contractual Basis | Full Time | Apply → |
| 6 | Digital India BHASHINI Division | Language Expert - Malayalam | Contractual Basis | Full Time | Apply → |
| 7 | Digital India BHASHINI Division | Language Expert - Maithili | Contractual Basis | Full Time | Apply → |
| 8 | Digital India BHASHINI Division | Language Expert - Kashmiri | Contractual Basis | Full Time | Apply → |
| 9 | Digital India BHASHINI Division | Language Expert - Kannada | Contractual Basis | Full Time | Apply → |
| 10 | Digital India BHASHINI Division | Language Expert - Dogri | Contractual Basis | Full Time | Apply → |

Upon clicking APPLY button , registration form will pop up where applicant id required to fill up all his/her details under three major categories namely

1. Personal details
2. Education details
3. Experience details

Applicant will fill up all these details and click on SUBMIT button to submit the duly filled application form.



Digital India Corporation

Personal Details

All fields with * are Mandatory

1. Name of Applicant * (As per 10th certificate)

First Name Middle Name Last Name

2. Father Name * (As per 10th certificate)

Father Name

3. Mother Name * (As per 10th certificate)

Mother Name

If there is any mismatch in Name appears on your documents, Please specify.

4. Marital Status * (In case of married 'YES' ,otherwise 'NO')

Yes No

5. Spouse Name (in case of married applicants)

Spouse Name

6. Date Of Birth * Age on Advertise Date

dd-mm-yyyy

7. Gender *

Male Female

8. Nationality *

Indian

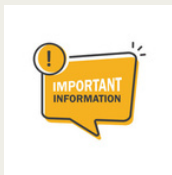
9. Category *

GEN OBC SC ST

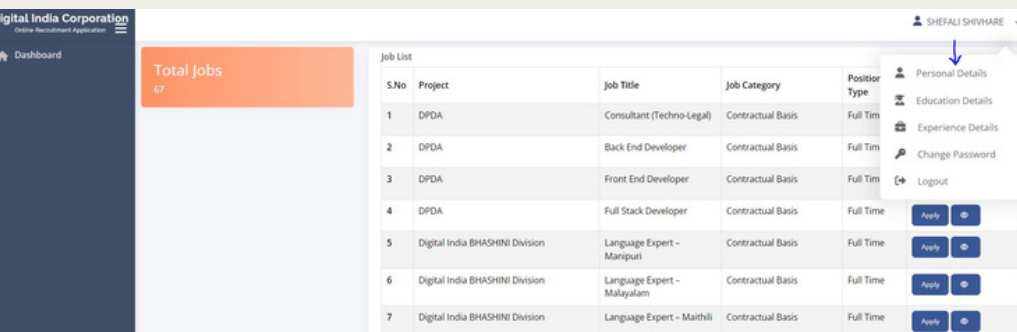
10. Permanent Address with pin code *

The details filled by an applicant will be saved for future references/applications.

However an applicant may edit the details at any point of time by logging into the account(using email ID and password) and selecting the required option.



Applicant is hereby advised to check all his/her information very carefully before submitting the application because any editing done in the profile details will be reflected in the future applications and not in the already submitted applications.



| S.No | Project | Job Title | Job Category | Position Type | |
|------|---------------------------------|-----------------------------|-------------------|---------------|-----------------------|
| 1 | DPDA | Consultant (Techno-Legal) | Contractual Basis | Full Tim | |
| 2 | DPDA | Back End Developer | Contractual Basis | Full Tim | |
| 3 | DPDA | Front End Developer | Contractual Basis | Full Tim | |
| 4 | DPDA | Full Stack Developer | Contractual Basis | Full Time | Apply |
| 5 | Digital India BHASHINI Division | Language Expert - Manipuri | Contractual Basis | Full Time | Apply |
| 6 | Digital India BHASHINI Division | Language Expert - Malayalam | Contractual Basis | Full Time | Apply |
| 7 | Digital India BHASHINI Division | Language Expert - Maithili | Contractual Basis | Full Time | Apply |

Once all the details are filled applicant may click on submit button to successfully submit the application against one or more job openings relevant to their profile.