

ASSISTANT MANAGERS

Sr. No.	Nomenclature of Post	Equivalent to BPS	Job Specification (Qualification & Experience for initial Induction)	Job Descriptions (JDs)
5	Assistant Manager (ERP/ Cyber Security)	17	<p>Qualification</p> <ul style="list-style-type: none"> • Bachelor's degree in Cybersecurity, Computer Science, Information Technology or a related field from any HEC recognized university. • Industry certifications such as Certified Information Systems Security Professional (CISSP), Certified Information Security Manager (CISM), or CompTIA Security shall be preferred. • <i>Latest Technologies knowledge of Artificial Intelligence (AI) will be given Preference.</i> <p>Experience</p> <ul style="list-style-type: none"> • 02 years post qualification relevant experience in cyber security implementations and management for a major ERP system (e.g., SAP, Oracle, Microsoft Dynamics), ERP modules. <p>Maximum age 35 years</p>	<p>Assistant Manager (ERP / Cyber Security) report to Manager (MIS) and shall be responsible to:</p> <ul style="list-style-type: none"> • IT Operations: Assists in managing daily IT operations, including infrastructure and system administration. • Project Support: Supports project managers in planning, execution, and delivery of IT projects. • Technical Support: Provides technical expertise and support to IT teams and end-users. • System Maintenance: Assists in maintenance, troubleshooting, and upgrading of IT systems. • Cybersecurity: Assists in ensuring IT systems and data are secure and compliant with regulations. • Documentation: Maintains accurate documentation of IT systems, processes, and procedures