

JOB DRIVE IT SECTOR

FOR IGNOU STUDENTS AND ALUMNI ONLY



COMPANY

NTPL Digital Services Private Limited
A Leading IT Company in India



DATE
6th May 2026



VENUE
NTPL DIGITAL SERVICES
B-20, B Block,
Sector 2, Noida,
Uttar Pradesh 201301



**REPORTING
TIME**
10:00 AM



Scan for Registration



AVAILABLE POSITIONS / MULTIPLE OPENINGS (30)

- Designation – AO



WHO CAN APPLY

- Graduates (Any UG Degree), Freshers and Experienced Candidates
- Basic Computer and IT Skills
- Good Communication Skills



DOCUMENTS TO BRING

- Updated CV/Resume
- Original ID Proof
- Relevant Certificates



KEY RESPONSIBILITIES

- Monitoring and Surveillance
- Basic understanding of CCTV cameras and monitoring systems
- Identify and report suspicious activities
- Maintain records/logbooks



JOB LOCATION (ON-ROLL)

Delhi Only



SALARY & INCENTIVES

As per industry standards.
Refer to the Google Form link
or QR code for details.

CAMPUS PLACEMENT CELL
IGNOU, NEW DELHI

Job Description
NTPL Digital Services Private Limited

Profile	Monitoring & Surveillance	Education Criteria	Graduate
Position Location	Delhi	CTC	2.04 Lakhs p.a.

Job Description	Desired Skills
Responsibilities: - <ol style="list-style-type: none"> 1. Change the incident state. 2. Forward the incident. 3. Transfer the incident. 4. Edit the incident. 5. Change the description 6. Change the priority level 7. Release the ownership 8. Attach additional entities to the incident. 9. Link related incidents. 10. Attach a document as a URL link to the incident. 11. Link the flagged incident data. 12. Shall be responsible for creating standalone incident reports or incident reports tied to alarms. 13. Acknowledge the alert in the alert manager. 14. Demonstration of predefined and relevant SOP in the SOP section. 15. MIS Reports and Incident Reporting 16. Ensure to follow the different kinds of reports/documents required, such as SOPs, etc., for effective maintenance of hardware, field devices, and related eco-systems. 	Skills Requirements: - <ol style="list-style-type: none"> 1. Basic computer knowledge 2. Basic understanding of CCTV cameras and monitoring screens 3. Identify and report unusual or suspicious activities 4. Maintain simple records/log book 5. Willing to work in rotational shifts (day/night) 6. Good alertness and concentration 7. Able to follow instructions and security rules 8. Honest, responsible, and disciplined