



**National Institute of Electronics and Information Technology (NIELIT)** (An Autonomous Scientific Society of Deptt. of Electronics and Information Technology) Ministry of Communications and Information Technology, Government of India **Electronics Niketan,** 6,CGO Complex, New Delhi-110 003  
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**Closing Date 14.01.2016**

**VACANCIES TO BE FILLED UP ON DIRECT RECRUITMENT /ABSORPTION**

National Institute of Electronics and Information Technology (NIELIT) (erstwhile DOEACC Society) is a Scientific Society with Department of Electronics and Information Technology (DeitY), Ministry of Communications and Information Technology, Govt. of India, engaged in human resource development and related activities like skill development, capacity building, project execution in the areas of Information Technology, Electronics, ESDM, e-Governance, cyber crime etc. It is engaged in formal and non-formal education in the above areas beside project execution. It is also one of the National Examination bodies, which accredits institutions / organizations for conducting courses in IT and Electronics in non-formal sector.

NIELIT is growing at a fast pace and at present has Centres at 31 locations in Agartala, Aizawl, Ajmer, Aurangabad, Calicut, Chandigarh, Chennai, Chuchuyimlang, Churachandpur, Delhi, Gangtok, Gorakhpur, Guwahati, Itanagar, Patna, Srinagar, Imphal, Jammu, Jorhat, Kohima, Kolkata, Leh, Lucknow, Lunglei, Tezpur, Ranchi, Senapati, Shillong, Shimla and Silchar with the Headquarters at Delhi; and is also coming up with new Centres in Ropar, Srikakulam, Tezu, Passighat, Tura, Dibrugarh Muzaffarpur, Buxar and Daman.

***NIELIT is looking for qualified, experienced and dynamic personnel well versed with latest technology for various positions in its Headquarters and different Centres/Extension Centres spread all over the country.*** The vacancies are in NIELIT Centres / Extension Centres at different location like Delhi, Kolkata (West Bengal), Aurangabad (Maharashtra) Ajmer (Rajasthan), Chennai (Tamilnadu), Patna (Bihar), Gorakhpur (Uttar Pradesh), Jammu & Srinagar (Jammu & Kashmir), Chandigarh (UT), Calicut (Kerala), Aizawl & Lunglei (Mizoram), Imphal (Manipur), Guwahati/Tezpur(Assam), Shillong (Meghalaya), Agartala (Tripura), Itanagar (Arunachal Pradesh) Gangtok (Sikkim) and Kohima (Nagaland). However, the incumbents selected may be posted in any of the Centres /Exetension Centres of NIELIT across India as per the requirement and decision of the management. Applications are invited from eligible and qualified Persons for the positions listed below:

Sl. No	Name of the post	No. of Posts	Scale of Pay	Educational/Professional Qualifications and Experience for Direct Recruitment	Educational/Professional Qualification and Experience for Permanent Absorption	Upper Age Limit for Direct Recruitment	Mode of Recruitment
01	Dy. Director (Law)  GROUP -A	<b>Total=01 (UR=01)</b>	PB-3; 15600-39100 GP 6600	<p><b>Essential Qualification:</b> a) Regular LLB (05 Years after 10+2 or 3 years after Graduation ) with first class from a recognized university/ institution . OR b) Regular LLM ( 02 Years full time) after LLB wit first class from a recognized university/institution.</p> <p><b>Experience :</b> Post Qualification – Practice in High Court /District Court 3Year for (a) 1 Year for (b)</p> <p><b>Desirable :</b> Preference will be given to LAW Graduates, qualified through CLAT</p>	<p><b>Essential Qualifications:</b> LLB and having experience in the relevant field. Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/ PSUs/Autonomous Bodies:</p> <p>i) holding analogous post on regular basis; <b>OR</b> ii) holding post on regular basis in the following Grade Pay: i) Grade Pay Rs. 5400/- : 05 years ii) Grade Pay Rs. 4800/- : 06 years</p>	Upto 45 Years (Relaxation as per GOI Rules)	Direct Recruitment / Absorption
02	Assistant Director (DataBase)  GROUP -A	<b>Total=01 (OBC=01)</b>	PB-3; 15600-39100 GP 5400	<p><b>Essential Qualification :</b> a)B.SC/BCA from a recognized University /Institution with 60% marks and PG Diploma in Computer Science/ Application from a recognized university /DOEACC 'A' level OR b) MCA/M.Sc (IT)/ Computer Sci/ M.Sc in Mathematics or Physics with first class from a recognized University / Institution/ DOEACC 'B' level with 'B' grade and above.</p> <p><b>Experience :</b> Post qualification experience in responsible position in the relevant area out of which minimum of two years should be in a Supervisory/ Managerial position 5 years for (a) 1 years for (b)</p>	<p><b>Essential Qualifications:</b> B.Sc. and PG Diploma in Computer Science/ Application from a recognised university / DOEACC 'A' level /BCA from a recognized University/Institution having experience in Supervisory/Managerial position in relevant field;</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:</p> <p>i) holding analogous post on regular basis; <b>OR</b> ii)holding post on regular basis in the following Grade Pay i) Grade Pay Rs. 4200/- :08 years ii) Grade Pay Rs. 4600/- :03 years iii) Grade Pay Rs. 4800/- :02 years</p>	Upto 40 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption

03	Assistant Director (Finance) GROUP -A	Total =2 ( UR=02)	PB-3; 15600-39100 GP 5400	<p><b>Essential Qualification:</b>  a) Degree from a recognised University/Institution with CA/ICWA with minimum 60% marks in both Degree as well as CA/ICWA.  OR  b) Post Graduate Degree in Commerce or MBA(Finance) from recognised university/Institute with minimum 60% marks  <b>Experience:</b>  Post qualification experience in responsible/supervisory position in the area of Commercial Finance and Accounts preferable in Govt/Organisation/ Autonomous Body/PSU/ Industrial Establish of repute and working knowledge of computer.  2 years for (a)  5 years for (b)</p>	<p><b>Essential Qualifications:</b>  Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate.  Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies  i) holding analogous post on regular basis;  OR  ii) holding a post in PB2: 9300-34800 with GP Rs.4,800/- or equivalent with 2 years of regular service in the grade  OR  iii) holding a post in PB2: 9300-34800 with GP Rs.4,600/- or equivalent with 3 years of regular service in the grade  OR  (iv) holding a post in PB2: 9300-34800 with GP Rs.4,200/- or equivalent with 8 years of regular service in the grade  Experience in a supervisory position in the area of Accounts, Finance, Budgeting etc. in a specific autonomous organisation.</p>	Upto 40 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Transfer (absorption )
04	Assistant Director (Admn.) GROUP -A	Total= 03 (UR=03)	PB-3; 15600-39100 GP 5400	<p><b>Essential Qualifications:</b>  a)Graduate from a recognized University/Institution with 60% marks and PG Diploma (Personnel/HR Management/Industrial Relation /Labour Law)  OR  b) Post Graduate Degree from a recognized University/Institution with 60% marks and PG Diploma (Personnel/HR Management/Industrial Relation /Labour Law)  OR  c) MBA (Personnel/HR Management) from a recognized University / Institution with 60% marks  <b>Experience:</b>  Post qualification experience in responsible position in the area of Personnel / Establishment /Administration out of which a minimum of two years should be in a supervisory position equivalent to Section Officer/ Admin.Officer. Should possess working knowledge of computers  7 years for (a)  5 years for (b)  2 years for (c)</p>	<p><b>Essential Qualifications:</b>  Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate and having experience in handling Personnel/ HR/Administration related matter in Supervisory position;  Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:  i) holding analogous post on regular basis;  <b>OR</b>  ii) holding post on regular basis in the following Grade Pay  i) Grade Pay Rs. 4200 /- :08 years  ii) Grade Pay Rs. 4600 /- : 03 years  iii) Grade Pay Rs. 4800 /- : 02 years  <b>Desirable:</b> PG Diploma in Personnel / HRM /Finance as per requirement of the post</p>	Upto 40 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption

05	Finance Officer	Total=01 (UR=01)	PB2: 9300-34800 GP 4600	<p><b>Essential Qualifications:</b></p> <p>a) Graduate in Commerce from a recognized University/Institution with 60% marks with Diploma in Finance OR b) Post Graduate Degree in Commerce from a recognized University/Institution with 60% marks OR c) MBA (Finance)/ from a recognized University / Institution with 60% marks OR d) ICWA/CA with 60% marks</p> <p><b>Experience:</b></p> <p>Post qualification experience in the area of Commercial Finance and Accounts preferable in Govt/ Organisation/ Autonomous Body/PSU/ Industrial Establish of repute and should also have working knowledge of computer preferable NIELIT 'CCC' or higher. 5 years for (a) 3 years for (b) Nil for (c) and (d)</p>	<p><b>Essential Qualifications:</b></p> <p>Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate.  Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies i) holding analogous post on regular basis; <b>OR</b> ii) holding a post in PB2: 9300-34800 with GP Rs.4,200/- with minimum 3 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit.</p>	Upto 30 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Transfer (absorption )
06	Administrative Officer	Total=01 (UR=01)	PB2: 9300-34800 GP 4600	<p><b>Essential Qualifications:</b></p> <p>a) Graduate from a recognized University /Institution with 60% marks and PG Diploma (Personnel/HR Management/Industrial Relation /Labour Law) OR b) Post Graduate Degree from a recognized University/Institution with 60% marks and PG Diploma (Personnel/HR Management/Industrial Relation /Labour Law) OR c) PG Degree in Personnel/HR Management/ Industrial Relation /Labour Law with 60% marks OR d) MBA (Personnel/HR Management) from a recognized University / Institution with 60% marks</p> <p><b>Experience:</b></p> <p>Post qualification experience in responsible position in the area of Personnel / Establishment /Administration. Should possess working knowledge of computers 5 years for (a) 3 years for (b) NIL for (c) and (d))</p>	<p><b>Essential Qualifications:</b></p> <p>Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate and having experience in handling Personnel/ HR/Administration related matter;  Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies: i) holding analogous post on regular basis <b>OR</b> ii) holding a post in Pay Band 2 Rs. 9300-34800/- with Grade Pay of Rs 4200/- with 5 years' regular service</p>	Upto 30 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Transfer (absorption )

07	Senior Assistant (Accounts)	Total=01 (UR=01)	PB2: 9300-34800 GP 4200	<p><b>Essential Qualifications:</b></p> <p>a) Graduate in Commerce from a recognized University/Institution with 60% marks with Diploma in Finance. OR b) Post Graduate Degree in Commerce from a recognized University/ Institution with 60% marks; OR c) MBA (Finance) with 60% marks</p> <p><b>Experience</b> Post qualification experience in the area of Commercial Finance and Accounts preferable in Govt/ Organisation/ Autonomous Body/PSU/ Industrial Establish of repute and should also have working knowledge of computer preferably NIELIT 'CCC' or higher. 2 years for (a) Nil for (b) and (c)</p>	<p><b>Essential Qualifications:</b></p> <p>Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate.</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies</p> <p>i) holding analogous post on regular basis; <b>OR</b> ii) holding a post in PB 1: 5200-20200 with GP Rs.2800/- with minimum 3 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit. <b>OR</b> iii) holding a post in PB 1: 5200-20200 with GP Rs.2400/- with minimum 6 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit.</p>	Upto 30 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Transfer (absorption )
08	Library & Information Assistant	Total=01 (UR=01)	PB2: 9300-34800 GP 4200	<p><b>Essential Qualifications:</b></p> <p>a) Degree in Library Science from a recognized University with 60% marks; and with Working knowledge of computers preferably NIELIT 'CCC' or higher certification. b) Post Graduate Degree in Library Science from a recognised University with 60% marks</p> <p><b>Experience :</b> 2 years in a Library of repute for (a) Nil in case of (b)</p>	<p><b>Essential Qualifications:</b></p> <p>Graduate in Lib. Science from a recognized University/ Institution. OR Graduate with PG diploma in Library Science and having experience in the relevant field</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:</p> <p>i) Holding analogous post on regular basis <b>OR</b> ii) Working in PB 2: Rs.9300-34800 + Grade Pay Rs. 2800/- having 03 years regular service; <b>OR</b> iii) Working in PB 2: Rs.9300-34800 + Grade Pay Rs. 2400/- having 06 years regular service;</p>	Upto 30 years (Relaxation as per Govt. of India rules)	Direct Recruitment/ Transfer (absorption )
09	Front Office Counselor	<b>Total=01 (UR=01)</b>	PB2: 9300-34800 GP 4200	<p><b>Essential Qualifications:</b></p> <p>First Class Graduate from a recognised university or equivalent with Working knowledge of computers preferably NIELIT 'CCC' or higher certification. <b>Experience :</b> 02 years post qualification experience in the relevant field <b>Desirable:</b> Diploma in Public Relations/ Marketing</p>	<p><b>Essential Qualifications:</b></p> <p>Graduate from a recognized University /Institution with Computer knowledge preferably CCC or higher certificate and having experience in the relevant field.</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:</p> <p>i) Holding analogous post on regular basis OR ii) Persons working in the PB1: 5200-20200 with GP Rs.2,800/- having 5 years of regular service in the grade. OR iii) Persons working in the PB1: 5200-20200 with GP Rs.2,400/- having 6 years of regular service in the grade.</p>	Upto 27Years (Relaxation as per GOI Rules)	Direct Recruitment/ Transfer (absorption )

10	Assistant (Accounts)	Total=02 (UR=02)	PB I: 5200 – 20200 GP 2400	<p><b>Essential Qualifications:</b> Graduate in Commerce from a recognized University/Institution with 60 % marks. Should also have working knowledge of computer preferably NIELIT 'CCC' or higher</p> <p>Desirable: NIELIT 'O' level Certificate course</p>	<p><b>Essential Qualifications:</b> Graduate from a recognized University/Institution with Computer knowledge preferable CCC or higher certificate.</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies</p> <p>i) holding analogous post on regular basis;</p> <p><b>OR</b></p> <p>iii) holding a post in PB 1: 5200-20200 with GP Rs.1900/- with minimum 5 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit.</p>	Upto 27 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Transfer (absorption )
11	Assistant	Total=05 (UR=02 OBC=03)	PB I: 5200 – 20200 GP 2400	<p><b>Essential Qualifications:</b> First Class Graduate from a recognised university or equivalent with Working knowledge of computers preferably NIELIT 'CCC' or higher certification.</p> <p><b>Experience :</b> 01 years post qualification experience in the relevant field</p> <p><b>Desirable:</b> NIELIT 'O' Level Certificate course</p>	<p><b>Essential Qualifications:</b> Graduate from a recognized University/Institution with Computer knowledge preferable CCC or higher certificate and having experience in the relevant field.</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:</p> <p>i) Holding analogous post on regular basis <b>OR</b></p> <p>ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1900 and having 5 years regular service in the grade</p> <p>Desirable: NIELIT 'O' Level Certificate course</p>	Upto 27 Years (Relaxation as per Govt. of India Rules)	Direct Recruitment/ Transfer (absorption )
12	Stenographer	Total=06 (UR=06)	PB I: 5200 – 20200 GP 2400	<p><b>Essential Qualifications:</b> First Class Graduate from a recognized University/Institution with shorthand speed of 100/80 wpm in English/ Hindi and Working knowledge of computers preferably NIELIT 'CCC' or higher certification.</p> <p><b>Desirable:</b> i) Working experience of 02 years in similar S&amp;T organization. ii) NIELIT 'O' Level Certificate Course.</p>	<p><b>Essential Qualifications:</b> Graduate from a recognized University/Institution and having experience in the relevant field.</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:</p> <p>i) Holding analogous post on regular basis <b>OR</b></p> <p>ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1900 and having 05 years regular service in the grade with shorthand speed of 100/80 wpm in English/Hindi</p> <p><b>Desirable:</b> i) Working experience of 02 years in similar S&amp;T organization. ii) NIELIT 'O' Level Certificate Course.</p>	Upto 27 Years (Relaxation as per GOI Rules/ Norms)	Direct Recruitment/ Transfer (absorption )

13	Junior Assistant	<b>Total=13 (UR=12 ST= 01)</b>	PB I: 5200 – 20200 GP 1900	<p><b>Essential Qualifications:</b> First Class Graduate from a recognized University/Institution with typing speed of 30 wpm in English or 25 wpm in Hindi with Working knowledge of computers preferably NIELIT 'CCC' or higher certification.</p> <p><b>Desirable:</b> NIELIT 'O' Level Certificate Course</p>	<p><b>Essential Qualifications:</b> Graduate from a recognized University/ Institution.</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:</p> <p>i) Holding analogous post on regular basis <b>OR</b> ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1800 and having 02 years regular service in the grade with typing speed of of 30 wpm in English or 25 wpm in Hindi Working knowledge of computers preferably NIELIT 'CCC' or higher certification.</p>	Upto 27 Years (Relaxation as per GOI Rules/ Norms)	Direct Recruitment/ Transfer (absorption )
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14	Scientist 'D' GROUP -A	Total=03 (UR=03)	PB3: 15600- 39100 GP: 7600	<p><b>Essential Qualification:</b>  a) Regular BE/ B.Tech in Computer Science or Computer Engg./ Information Technology /Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ Electronics/ Electronics &amp; Communications, M.Sc (Electronics/ Applied Electronics /Physics) with First Class from a recognized University/ Institution or Equivalent* with First Class from a recognized University/Institution  <b>OR</b>  b) M.Tech/ME in Computer Science/IT/Electronics &amp; Communications /Electronics or any specialization in CS/IT/EC/ Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution.  <b>OR</b>  c) PhD in Computer Engg. or Computer Science/ Information Technology/ Electronics, EEE, E&amp;I &amp; Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/ Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent* from a recognized University/Institution  <b>Experience:</b>  Post qualification experience in relevant field  8 years for a  6 years for b  4 years for c</p>	<p><b>Essential Qualifications:</b>  BE/B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ Electronics/ Electronics &amp; Communications / M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* and having experience in the relevant field    Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies:  i) holding analogous post on regular basis;  <b>OR</b>  ii) holding post on regular basis in the Grade Pay Rs. 6600/- for 05 years</p>	Upto 40 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption
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15	Scientist 'C' GROUP -A	Total=07 (UR=06 OBC=01)	PB3: 15600- 39100 GP: 6600	<p><b>Essential Qualification:</b></p> <p>a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ Electronics/ Electronics &amp; Communications, M.Sc (Electronics/ Applied Electronics /Physics) with First Class from a recognized University/ Institution or Equivalent* with First Class from a recognized University/Institution</p> <p><b>OR</b></p> <p>b) M.Tech/ME in Computer Science/IT/Electronics &amp; Communications/ Electronics or any specialization in CS/IT/EC/Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution.</p> <p><b>OR</b></p> <p>c) PhD in Computer Engg. or Computer Science/ Information Technology/ Electronics, EEE, E&amp;I &amp; Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent* from a recognized University/Institution</p> <p><b>Experience:</b> Post qualification experience in relevant field 4 years for a 2 years for b NIL year for c</p>	<p><b>Essential Qualifications:</b> BE/B.Tech. in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ Electronics/ Electronics &amp; Communications / M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* and having experience in the relevant field</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices /PSUs/Autonomous Bodies:</p> <p>i) holding analogous post on regular basis;</p> <p><b>OR</b></p> <p>ii)holding post on regular basis in the following Grade Pay:</p> <p>i)Grade Pay Rs. 5400/- : 05 years ii)Grade Pay Rs. 4800 : 06 years</p>	Upto 35 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption
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16	Scientist 'C' (Marketing)  GROUP -A	Total=01 (UR=01)	PB 3: 15600-39100 GP: 6600	<p><b>Essential qualification</b></p> <p>a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electronics/Electronics &amp; Communications /Electrical and Electronics Engg/ Electronics &amp; Instrumentation /M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* with First Class from a recognized University/Institution followed by an MBA (Marketing) degree with first class from a recognized University/Institution</p> <p><b>OR</b></p> <p>b) M.Tech/ME in Computer Science/ IT/Electronics &amp; Communications/ Electronics EEE, E&amp;I, or any specialization in CS/IT/EC/Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution and MBA (Marketing) degree with first class from a recognized University/ Institution</p> <p><b>Experience</b></p> <p>Post qualification experience in the relevant field 03 years for (a) 01 year for (b)</p>	<p><b>Essential Qualifications:</b></p> <p>BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electronics/ Electronics &amp; Communications/ Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* having experience in the relevant field</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies:</p> <p>i) holding analogous post on regular basis;</p> <p><b>OR</b></p> <p>ii) holding post on regular basis in the following Grade Pay:</p> <p>i) Grade Pay Rs. 5400/- : 05 years ii) Grade Pay Rs. 4800 : 06 years</p>	Upto 45 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption
17	Scientist 'B'  GROUP -A	Total=20 (UR=14 SC=01 OBC=05)	PB3: 15600-39100 GP: 5400	<p><b>Essential Qualification:</b></p> <p>a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics &amp; Instrumentation /Electronics/ Electronics &amp; Communications or equivalent with First Class from a recognized University/Institution</p> <p><b>OR</b></p> <p>b)M.Sc (Electronics/ Applied Electronics /Physics) with First Class from a recognized University/ Institution</p> <p><b>Experience:</b></p> <p>Post qualification experience in relevant field Nil for a 1 year for (b)</p>	<p><b>Essential Qualifications:</b></p> <p>BE/B.Tech. in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ Electronics/ Electronics &amp; Communications /M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* and having experience in the relevant field</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices /PSUs/Autonomous Bodies:</p> <p>i) holding analogous post on regular basis;</p> <p><b>OR</b></p> <p>ii) holding post on regular basis in the following Grade Pay:</p> <p>i)Grade Pay Rs. 4800/- : 02 years ii)Grade Pay Rs. 4600/-:03 years</p>	Upto 30 Years (Relaxation as per GOI Rules)	Direct Recruitment / Absorption

18	Sr. Technical Assistant	Total=16 (UR=15 OBC=01)	PB 2: Rs. 9300-34800 G P Rs. 4200	<p><b>Essential Qualifications:</b></p> <p>a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics &amp; Instrumentation/ Electronics/ Electronics &amp; Communications or Equivalent* with First Class from a recognized University/Institution. OR b) M.Sc. in Computer Science /Information Technology/Electronics with First Class from a recognized University/Institution. OR c) MCA (preceded by B.Sc. with Mathematics as a subject /BCA with Mathematics at 10+2) with 60% marks. OR d) DOEACC 'B' Level with 60% marks and above with Mathematics as a subject at 10+2. OR e) 1st Class Diploma (3 years full time) in Computer Sc. /IT/Electronics/Electronics and Communication/ Electrical and Electronics</p> <p><b>Experience</b></p> <p>Post qualification relevant experience NIL for (a) 01 year for (b), (c) &amp; (d) 05 years for (e)</p>	<p><b>Essential Qualifications:</b></p> <p>B.Sc from a recognized University /Institution with DOEACC 'O' Level /BCA/ 1<sup>st</sup> Class 3 year Diploma in Computer Sc. /IT/Electronics .</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies:</p> <p>i) holding analogous post on regular basis; <b>OR</b> ii) Working in PB1: 5200-20200 with GP Rs.2,800/- and having 3 years regular service in the grade. <b>OR</b> iii) Working in PB1: 5200-20200 with GP Rs.2,400/- and having 6 years regular service in the grade. Experience in Industry /Education /Education related research /management in the area of Information /Electronics /Computers/ Communications Technology or other related areas in case of both (i) (ii) &amp; (iii) above.</p>	Upto 30 years (Relaxation as per Govt. of India rules)	Direct Recruitment / Absorption
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19	Technical Assistant	<b>Total=06U (UR=04 SC=02)</b>	PB 15200-20200/-  GP 2400/-	<p><b>Essential Qualifications:</b></p> <p>a) Bachelor's Degree in Science/BCA from a recognized University/Institution with 60% marks in the relevant field. OR</p> <p>b) 1st Class Diploma (3 years full time) in Computer Sc./IT/Electronics/ Electronics and Communication / Electrical and Electronics</p> <p><b>Experience</b> Post qualification relevant experience in Govt./PSUs/ Autonomous Bodies/Industry of repute. 1 year for (a) 2 years for (b)</p>	<p><b>Essential Qualifications:</b></p> <p>B.Sc from a recognized University /Institution with DOEACC 'O' Level/BCA/1<sup>st</sup> Class 3 year Diploma in Computer Sc. /IT/Electronics. having experience in the relevant field</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies: i) holding analogous post on regular basis;  OR ii) Working in PB1: 5200-20200 with GP Rs.1900/- and having 5 years regular service in the grade</p>	Upto 27 Years (Relaxation as per GOI Rules/ Norms)	Direct Recruitment/ Absorption
20	Junior Technical Assistant	<b>Total=03 (UR=03)</b>	PB 15200-20200/-  GP 1900/-	<p><b>Essential Qualifications:</b></p> <p>a) B.Sc./BCA from a recognized University / Institution with 60% marks.<b>OR</b></p> <p>b) Graduate in any discipline from a recognized University / Institution with 60% marks having successfully completed NIELIT 'O' Level Certificate Course.<b>OR</b></p> <p>b) 1<sup>st</sup> Class Diploma (3 years full time) in Computer Sc./IT/Electronics/ Electronics and Communication/ Electrical and Electronics with 60% marks</p> <p><b>Experience</b> Post qualification relevant experience Nil for (a) 1 year for (b)</p>	<p><b>Essential Qualifications:</b></p> <p>B.Sc from a recognized University /Institution with DOEACC 'O' Level/BCA/ 1<sup>st</sup> Class 3 years Diploma in Computer Sc. /IT/Electronics. and having experience in the relevant field</p> <p>Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies: i) holding analogous post on regular basis</p>	Upto 27 Years (Relaxation as per GOI Rules/ Norms)	Direct Recruitment/ Absorption

**\*NB: The term "equivalent" wherever used in the eligibility criteria shall mean equivalence in terms of qualification as well as discipline.**

**Important Instructions: Candidates are advised to go through this advertisement in detail for determining their eligibility as per specified criteria for each post, instructions, selection procedure, mode of examination, etc. before applying. Please note that last date for submission of applications online is 14.01.2016.**

1. The no. of vacancies indicated in the above table are tentative and may increase or decrease, depending upon requirement as on date of recruitment. The persons selected can be posted in any NIELIT Centre/Extension Centre/Office in the country in the interest of the Organisation.
2. **CITIZENSHIP:** A Candidate must be either: (a) a citizen of India, or (b) a subject of Nepal, or (c) a subject of Bhutan, or (d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India. NOTE: The application of a candidate in whose case a certificate of eligibility is necessary, may be considered by the Commission and, if recommended for appointment; the candidate may also be provisionally appointed subject to the necessary certificate being issued in his favour by the Government of India.
3. To select the suitable candidates for all the positions, written exam followed by personal interviews will be conducted. While the written Test for all posts will be conducted at the 24 locations listed below (Para 11) depending upon the number of candidates applying for the particular Centre and administrative convenience, the venue for Interview would be communicated to the applicants through the Interview Call Letter (email/post). No TA/DA shall be paid for attending the Written Examination or the Interviews.
4. Reservation for SC/ST/OBC/ PWD candidates shall be as per the Govt. guidelines. The advertisement contains the vacancies in different Centres of NIELIT and the reservations had till date been maintained Centre-wise. The candidates must upload a copy of the Caste/Category Certificate in the formats prescribed by Government of India. The Certificate for PWD must indicate the percentage of disability while the Certificate for Backward Caste must clearly indicate that the candidate does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of Schedule to the Government of India Department of Personnel & Training O.M. No.36012/22/93-Estt.(SCT) dated 8/9/93.
5. The **cutoff date** for calculating the age as well as completion of eligibility conditions with regard to essential qualifications and experience will be the closing date for receipt of the application i.e **14.01.2016**, which will remain unchanged even in case of extension of the closing date for submission of applications.
6. The **Age-Relaxation** for reserved category applicants shall be admissible only in case of vacancies reserved for such categories. The reserved category applicants, who apply against the post meant for UR category, are not entitled to get age relaxation. However, the applicants belonging to Persons with Disability (PWD) category shall be entitled to get age relaxation as admissible to them irrespective of the fact whether the post(s) is/are reserved for PWD or otherwise, if such posts are identified suitable for the PWD category. Age relaxation to the persons who had ordinarily been domiciled in the State of Jammu and Kashmir during the period

01/01/1980 to 31.12.1989 as per Government of India G.S.R. 208(E) dated the 10th April, 1997 as amended from time to time. Age relaxation shall be granted only upto 50 years for any category/combination of categories and under no circumstances a candidate more than 50 years of age shall be considered. The age relaxation to departmental candidates will be admissible to the employees working in NIELIT as per Govt. of India Rules.

7. The candidates will be required to remit the **Application Fee** at the rates indicated in the Table below through online payment mode via application software only:

Sl. No.	Grade Pay	Category	
		SC/ST/PWD/Women candidates	General and all others
1	₹5400/- and above	₹400/- per application.	₹800/- per application.
2	₹4600/- and below	₹300/- per application	₹600/- per application

The processing charges towards remittance of Application Fee and service tax, if any, will have to be borne by the candidate. Fee through any other mode like Demand Draft, Pay Order, Cheque or Challan **will not be accepted.**

8. NIELIT will not be responsible in case of incomplete transactions during the online payment process. It is the sole responsibility of the candidate to ensure that the correct payment of application fee has been made successfully. Application fee once paid is non-refundable. Applicants, in their own interest, should check their eligibility for specific post before remitting the application fee.

9. Applicants applying for more than one post should submit separate applications for each post and remit the application fee for each post separately.

10. **The candidate must indicate his primary e-mail ID and primary Mobile No. , on which the communication of NIELIT would reach. The candidate applying for multiple posts should indicate the same primary e-mail ID and primary Mobile No. against all posts applied for by him/her. Failure to do so may lead to rejection/cancellation of the Applications.**

11. **Choice of Centre for Written Examinations:** *Candidates should indicate their choice for Centre for Written Examination from the cities listed below in the appropriate column of the online Application Form. No change of Centre will be permissible at a later date. NIELIT, however, reserves the right to direct the candidate to appear for Written Test at any location irrespective of his indicated choice depending upon the number of applications received and the administrative convenience. The venue for Interview shall be communicated through the Interview Call Letter. No TA/DA shall be paid for attending the Written Examination or Interviews.*

(1) Agartala (2) Aizawl (3) Auragabad (4) Bangalore (5) Bhubaneshwar (6) Calicut (7) Chandigarh (8) Chennai (9) Delhi (10) Gandhinagar (11) Gangtok (12) Guwahati (13) Hyderabad (14) Imphal (15) Itanagar (16) Jaipur (17) Kohima (18) Kolkata (19) Lucknow (20) Patna (21) Ranchi (22) Shillong (23) Shimla (24) Srinagar

12. Final selection of candidates for appointment to the above mentioned positions will be based on meeting the prescribed eligibility criteria, the performance in the written examination, skill test (wherever applicable) and in interview.

- The Written Examination shall be OMR based.

- Written examination will comprise of objective type questions.
- There will be negative marking of @1/4 marks for each wrong answer in the Written Examination.
- The weightage of marks for written examination and interview will be in the ratio of 85:15 for the posts carrying Grade Pay of Rs 5400/- & below and 50:50 for the posts carrying Grade Pay of Rs 6600/-.
- Separate skill test in Short Hand shall be conducted for the position of Stenographers and in Typing for Junior Assistant. The Skill Test will be a qualifying Test.
- The passing percentage for the written exam will be 50% for General Category candidates and 45% for Reserved Category candidates.
- The Syllabi for all Positions will be available after 01/12/2015 at url <http://recruitment.nielit.gov.in>.
- The self attested copies of testimonials uploaded by the candidates alongwith their applications shall be verified with reference to the eligibility criteria only if a candidate is found successful for being invited for Interviews after the Written Examination.
- Again when the candidates come for attending the interviews in response to the Interview Call Letter issued by NIELIT, they will have to provide a self attested copy of the testimonials and show the originals of the same. The candidates, who do not show the originals or not having self attested copies of essential testimonials, will not be allowed to appear in the Interview.. Such candidates will not have any right for his candidature for interview.
- All correspondence in connection with the recruitment will be made by NIELIT through e-mails/sms only, the candidates must, therefore, regularly check their e-mail ids/sms on their registered e-mail ID and Mobile No.

13. Merely meeting the qualifications prescribed for the post and scoring the minimum passing marks in the Written Examination will not make a candidate eligible to be called for interview. The ratio in which the candidates will preferably be invited for interview will be as follows:-

Against 1 vacant post	-5 candidates will be invited for interview
Against 2 vacant posts	-8 candidates will be invited for interview
Against 3 vacant posts	-12 candidates will be invited for interview
Against 4 & above vacant posts	-3 times the no of post will be invited for interview

**For the posts where the skill test is involved the, the candidates shall be called for Skill Test preferably in the ratio of 1:5.**

14. A Common Merit List will be prepared for each post and the offer of appointment would be issued to the candidates in order of Merit.

15. If at any point of time it is found that the information furnished by the candidate was incorrect in any respect or forged /fabricated documents were presented by any candidate, his/her candidature will be cancelled and in case the candidate has already joined the post, his services shall be summarily terminated.

16. Each candidate should affix his/her recent colour passport size photograph (of size 3.5 cms x 4.5 cms) on a White Paper and then append his/her signatures with Black Pen in another box of 3.5 cms x 1.5cms below the photograph on the same Paper. Scan the above photo and signature in a single file in JPG format of size not more than 50 KB and upload the same at appropriate space provided in the on-line Application Form.

17. Candidates should upload only the relevant document in the following sequence in a single file in PDF Format (not exceeding the size of 2 MB):

- i) Caste Certificate (SC/ST/OBC), if applicable.
- ii) Category Certificate (PWD or any other), if applicable.
- iii) Certificate of Date of Birth (issued by Municipality, etc. or Matriculation/High School/SSC Certificate)
- iv) Certificate of Educational qualification, which makes him/her eligible for applying for the post
- v) Certificates of higher educational qualification
- vi) Certificate of Experience in relevant field, which makes him/her eligible for applying for the post.
- vii) Proof of having knowledge of Computer, (Only if prescribed in the essential or desirable qualifications for the post applied for).

18. The candidates should upload only relevant documents. It should be kept in view that uploading of irrelevant documents may lead to disqualification of the candidature/rejection of the Application Form. Non-submission of the documents in the above sequence may lead to cancellation/rejection of the Application Form.

19. Degree/Consolidated mark sheet should clearly indicate the "First Class"/"60%" as required in the eligibility criteria prescribed for the post applied for. In case First Class is not indicated on the Degree/Certificate of eligibility qualification and the same is the requirement as per eligibility criteria, the candidate should produce a Certificate issued by the University clarifying the position and confirming that the marks obtained by the candidate, concerned are considered first Class as per University Rules. In case the percentage of marks is not indicated in the Mark Sheet/Certificate/Degree, criteria for conversion of the grades/ score, wherever required, will be provided by the candidates.

20. **Before finally submitting the on-line Application Form, the candidates must go through the same carefully. It should be noted that Incomplete / incorrect application form will be summarily rejected.**

21. After submitting the Application Form, the candidate should take the printout of Acknowledgement Slip bearing a reference number, which should be referred to in all future correspondence with NIELIT in connection with recruitment process.

22. Candidates working with Central Govt/ State Govt./PSU/Autonomous bodies have to furnish 'NOC' at the time of interview. The 'NOC' should also confirm that no disciplinary/Vigilance case is either pending or contemplated. They would also be required to furnish the copies their ACRs/APARs for past five years if they are found to be qualified and eligible to be called for interview. A specific demand for ACRs/APARs would be sent by NIELIT in case of need.

23. Withdrawal of candidature on account of non furnishing of any information will not confer any right to carry forward or retain the candidature for future recruitment.

24. Any request for change of address will not be entertained. Also no change in particulars shall be permitted and the particulars furnished by the applicant in the online application form will be taken as final.

25. For any problems related to online submission please contact **011-25966070, 011-23644149** or send e-mail to [recruitment2015@nielit.gov.in](mailto:recruitment2015@nielit.gov.in) with a subject as "Name of the post- query" for eg. "Assistant – query"