**National Institute of Electronics and Information Technology**  
**Delhi Centre**  
**2nd Floor, Parsvnath Metro Mall,**  
**Inderlok Metro Station, Inderlok, Delhi-110052**

**Hiring of Manpower for various projects in NIELIT HQs on contract basis**

**ELIGIBILITY CRITERIA AGAINST THE ADVERTISEMENT NO. 05/34/2018/NDL/SER**

<table>
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<tr>
<th>S. No.</th>
<th>Name Of The Post/ Number of Vacancies</th>
<th>Educational/Professional Qualification And Experience</th>
<th>Age Limit (Max) As On 23.07.2018</th>
<th>Consolidate Monthly Salary (In Rs.)</th>
<th>Job Roles (Indicative)</th>
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</table>
| 1     | Project Coordinator (01 Nos.)        | **Essential:** B.E/B.Tech In (Electronics/Computer Science) from recognized university/ institution with at least eight years post qualification working experience  
**Desirable:** Working knowledge of computers and experience in planning, execution and monitoring of large projects  
MBA/PG Diploma in Management in addition to the essential qualification shall be an added advantage. | Max 45 Years | 75000/- | Overall monitoring and coordination of the project. Evaluation studies and reports. |
| 2     | Assistant Project Coordinator (Finance, 01 Nos.) | **Essential:** Graduate in commerce from a recognized university / institution with a diploma in finance with at least five years post qualification working experience.  
**Desirable:** Post qualification experience in the area of commercial finance and accounts management  
ICWA/CA Or MBA (Finance) from a recognized university / institution will be an added advantage. | Max 40 Year | 40000/- | Overall monitoring of financial activities/ transactions, fund utilization of the project |
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<tr>
<th>Position</th>
<th>Essential Qualification</th>
<th>Total Experience</th>
<th>Max Age</th>
<th>Basic Salary</th>
<th>Job Description</th>
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<tbody>
<tr>
<td>Assistant Project Coordinator (Civil)</td>
<td>B.E./B.Tech. (One year post qualification experience) / Diploma in civil engineering</td>
<td>Max 40 Years</td>
<td>40000/-</td>
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<td>Assistance in coordination activities specially related to building construction activities, examining estimates and architectural drawings of the building.</td>
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<td>Executive Assistant (MIS) (1 Nos.)</td>
<td>MSc.(IT)/Computer Science (one year post qualification experience) B.Sc.(IT)/Computer Science (two years post qualification experience) from recognized university/institution</td>
<td>Max 40 Years</td>
<td>20000/-</td>
<td></td>
<td>Assistance in development of MIS. Data collection from centres on regular basis and generation of MIS reports.</td>
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<tr>
<td>Executive Assistant (Finance) (1 Nos.)</td>
<td>M.Com. (One year post qualification experience) / B.Com. (two year post qualification experience) from a recognized university/institution</td>
<td>Max 40 Years</td>
<td>20000/-</td>
<td></td>
<td>Assistance in monitoring of financial activities/transactions, fund utilization of the project.</td>
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<tr>
<td>Executive Assistant (Stenographer) (1 Nos.)</td>
<td>Graduation in any discipline from recognized university/institution with stenography skills with at least one year post qualification working experience</td>
<td>Max 40 Years</td>
<td>20000/-</td>
<td></td>
<td>Assistance in various coordination activities. Making noting, letters, reports etc.</td>
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<tr>
<td>Software Developer-I (2 Nos.)</td>
<td>B.E / B. Tech (Computer Science/IT)/ M.E / M. Tech. (Computer Science /IT)/ M.S. (Computer Science /IT)/ M.Sc. (Computer Science /IT)/ MCA/ DOEACC ‘B Level’ / DOEACC ‘C Level with minimum 60% of marks from a recognized university or institution. Total Experience: At least three years post qualification experience in large/Enterprise Level software Designing &amp; Development in .Net Technology with MSSQL server as Database along with essential knowledge of Entity framework and LINQ.</td>
<td>Max 35 years</td>
<td>50000/-</td>
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<td>Design, coding, testing and maintenance of software system.</td>
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</table>
| No. | Software Developer-II (04 – for Java/ J2EE Domain) | **Desirable Experience:** The experience in academic projects like universities, colleges, institutions etc is desirable. | Essential Qualification: B.E / B. Tech(Computer Science/IT)/ M.E /M. Tech. (Computer Science /IT)/M.S. (Computer Science /IT)/ M.Sc. (Computer Science /IT)/MCA/DOEACC ‘B Level’ / DOEACC ‘C Level’ with minimum 60% of marks from a recognized university or institution. | Total Experience: At least three years post qualification experience in large/Enterprise Level software Designing & Development using Java/ J2EE/ Servlet /JSP/ MVC and SQL server/ My SQL along with essential knowledge of HTML5,JavaScript, jQuery and CSS | Relevant Experience/ capabilities:  
- Working Knowledge/Expertise of Java, J2EE and Web Services  
- Working Knowledge/Expertise of Spring and Hibernate framework.  
- Working Knowledge of Spring Boot will be preferred.  
- Working Knowledge/Expertise of HTML5 and jQuery  
- Working Knowledge of Angular JS will be preferred.  
- Working Knowledge/Expertise of SQL Server/My SQL  
- Sound Knowledge of Network Security  
- Hands-on exp. In designing, coding and development  
- Working Knowledge of Maven will be preferred  
- Good analytical and problem-solving approach.  
- Strong User-interaction skill and co-ordination skill | Desirable Experience: The experience in academic projects like universities, colleges, institutions etc is desirable. | Max 35 years | 50000/- |
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<tr>
<td>9</td>
<td>Software Developer-III (Nos-01- for PHP Domain)</td>
<td>Essential Qualification: B.E / B. Tech(Computer Science/IT)/ M.E /M. Tech. (Computer Science /IT)/M.S. (Computer Science /IT)/ M.Sc. (Computer Science /IT)/MCA/DOEACC ‘B Level’ / DOEACC ‘C Level’ with minimum 60% of marks from a recognized university or institution.</td>
<td>Max 35 years</td>
<td>50000/-</td>
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</table>
**Total Experience:**

At least three years post qualification experience in large/Enterprise Level software Designing & Development in LAMP Technology (Linux, Apache, MySQL and PHP) along with essential knowledge of HTML5, JavaScript/jQuery and CSS

**Relevant Experience/ capabilities:**
- Working Knowledge/Expertise of PHP Web Development
- Working Knowledge/Expertise of Software Development using LAMP (Linux, Apache, MySQL and PHP)
- Working Knowledge/Expertise of HTML5, JavaScript/jQuery and CSS
- Working Knowledge/Expertise of MySQL
- Hands-on exp. In designing, coding and development
- Good analytical and problem-solving approach.
- Strong User-interaction skill and co-ordination skill

**Desirable Experience:** The experience in academic projects like universities, colleges, institutions etc is desirable.

| 10 | Executive Assistant (2 Nos.) | Minimum Essential Qualification: First class graduate in any discipline. | Total Experience: Two years post qualification experience. One candidate with finance background may be preferred. | Max 35 years (For retired Sr. Govt officers 62 years) | 30000/- | Maintaining file record of all the files under the Schemes. Preparation of Agenda, Minutes of Meetings, Draft etc. Any other work related to the Scheme Implementation |
| 11 | Senior Executive/Consultant (1 No.) | Minimum Essential Qualification: Graduate | Experience: | Upto 62 years | 35000/- | Should have good communication and interpersonal skills, fair knowledge of computer applications such as MS Word, MS Excel and Power Point etc; |
Retired officials of Central/ State/ Autonomous bodies/ PSUs under Central/ State Govt. from the rank of Section Officer or equivalent and above

<table>
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<tr>
<th>No.</th>
<th>Position</th>
<th>Minimum Essential Qualification:</th>
<th>Essential Experience:</th>
<th>Max Experience</th>
<th>Monthly Pay</th>
<th>Notes</th>
</tr>
</thead>
</table>
| 12  | System Consultant (3 Nos.) | Minimum Essential Qualification:  
BE/B. Tech (CS/IT)/ MCA/ NIELIT B Level  
(Minimum 60% marks or 6.5 CGPA in qualifying degree) | Essential Experience:  
Min 30 months of experience. Experience in at least two of the following skill sets required:  
a. Java/ J2EE/ Servlet/ Struts/ MVC/ Hibernate/ HTML/ Bootstrap/ CSS/ JavaScript/ JSP/ jQuery/ JSON/ XML DBMS/ Application security and testing  
b. dot net technologies/ MVC/ web service/ web API/ HTML/ Bootstrap/ CSS/ JavaScript/ jQuery/ JSON/ XML DBMS/ Application security and testing  
c. Android or IOS App Development/ Database/ Application security  
d. Database administration in SQL Server / MYSQL  
e. System Administration in LINUX  
f. System Administration in WINDOWS Server 2012 | Max 40 Years | 44900/- | Should have expertise in noting/drafting, various establishment/finance related rules/regulations of Govt. of India, capable of handling administrative matters, Audit, Court Cases, RTI and related matters;  
Preparation of Agenda Items independently for F&A/ Management Board/ Governing Council meetings related to NPR;  
Development and Management of software system and Security aspect of application. |