

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं)
National Institute of Electronics and Information Technology (NIELIT)
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RECRUITMENT OF PERSON WITH DISABILITY (PWDS)

National Institute of Electronics and Information Technology (NIELIT) is an organization of 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 besides 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 rapid pace and with its Headquarters at Delhi, has its own offices in 31 cities i.e. 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, Srikakulam and Silchar.

NIELIT has vacant posts as detailed in the table below. The vacancies are reserved for Persons with Disability. Accordingly, NIELIT invites applications exclusively from **Persons with Disabilities (PWDs)** against the vacant posts:

S. No.	Post	Grade Pay	No. of posts & Reservation/ Location	Qualification & Experience	Category of Disability
01	Assistant Director (Admn.)	PB:3,15,600- 39,100/- GP of Rs. 5400/-	01 (Kohima)	<p>Essential Qualifications:</p> <p>a) Graduate from a recognized University/Institution with 60% marks and PG Diploma (Personnel /HR Management /Industrial Relation /Labour Law)</p> <p>OR</p> <p>b) Post Graduate Degree from a recognized University/Institution with 60% marks and PG Diploma (Personnel /HR Management /Industrial Relation /Labour Law)</p> <p>OR</p> <p>c) MBA (Personnel/HR Management) from a recognized University / Institution with 60% marks</p> <p>Experience: Post qualification experience in responsible 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</p> <p>7 years for (a) 5 years for (b) 2 years for (c)</p>	OH

S. No.	Post	Grade Pay	No. of posts & Reservation	Qualification & Experience	Categories of the disabled suitable for jobs
02	Scientist 'B'	PB:3,15,600- 39,100/- GP of Rs. 5400/-	02 (01 VH- Aurangabad, 01 HH- Gorakhpur	<p>Essential Qualifications: a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics & Instrumentation /Electronics/ Electronics & Communications or equivalent* with First Class from a recognized University/Institution OR b)M.Sc (Electronics/ Applied Electronics /Physics) with First Class from a recognized University/ Institution Experience: Post qualification experience in relevant field</p> <p>Nil for (a) 1 year for (b)</p>	VH & HH
03	Senior Technical Assistant	PB:2, 9300-34,800/-, GP of Rs. 4200/-	03 (01-OH- Agartala, 01-HH- Aurangabad, 01-HH Chandigarh)	<p>Essential Qualifications: a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics & Instrumentation /Electronics/ Electronics & 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 Science / IT/Electronics / Electronics and Communication / Electrical and Electronics Experience: Post qualification relevant experience</p> <p>Nil for (a) 1 year for (b), (c) & (d) 05 years for (e)</p>	OH & HH

04	Junior Assistant	PB-1;5,200-20,200/- GP of Rs. 1900/-	02 (01-VH Aurangabad 01-HH Chandigarh)	Essential Qualifications: 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. Desirable: NIELIT 'O' Level Certificate Course	VH & HH
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* Equivalent in terms of level of qualification as well as discipline.

** Exemption from typing test would be given as per Govt. instructions.

OH=Orthopedically Impaired, HH= Hearing Impaired, VH= Visually Impaired

(A) AGE LIMIT, SCALE OF PAY

S. No.	Post	Grade Pay	Upper Age Limit in Years (As on 14/12/2015)		
			PWD-UR	PWD-OBC	PWD-SC/ST
01	Assistant Director (Admn.)	PB:3,15,600- 39,100/- GP of Rs. 5400/-	50	53	55
02	Scientist 'B'	PB:3,15,600- 39,100/- GP of Rs. 5400/-	40	43	45
03	Senior Technical Assistant	PB:2, 9300-34,800/- GP of Rs. 4200/-	40	43	45
04	Junior Assistant	PB-1;5,200-20,200/- GP of Rs. 1900/-	37	40	42
All the candidates should have completed 18 years of age. The upper age limit indicated above is inclusive of relaxations applicable. However, the Upper age limit is relaxable for Ex-Servicemen as per Govt. of India rules. In all the cases of relaxation, maximum upper age limit would be 58 years.					

(B) SPECIAL CONDITIONS

1. Only such persons, who have suffered not less than 40% of relevant disability, are eligible to be considered as per the Persons with Disabilities (Equal opportunities, Protection of rights & Full participation) Act, 1995;
2. Persons with Disabilities are required to furnish Medical Certificate issued by the Competent Authority in proof of their disability.
3. Eligible candidates will be permitted to engage Scribe in accordance with the norms prescribed in this regard and they have to make their own arrangements for the same;
4. Candidates opting for engaging their own Scribe should indicate the same while submitting their application

(C) RESERVATION & RELAXATIONS

1. No application fee will be charged from the candidates.
2. The Upper age limit is relaxable for Ex-Servicemen as per Govt. of India rules. However, in all the cases of relaxation, maximum upper age limit would be 58 years.

3. The OBC Candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC category and such candidates have to indicate their category as General / UR. The OBC (Non-Creamy Layer) candidates are required to submit requisite certificate in the format prescribed by Government of India and from a Competent Authority. Further, OBC (Non-Creamy Layer) candidates will have to give a self-undertaking indicating that they belong to OBC (Non Creamy Layer) category also at the time of Interview.
4. Once the application form is submitted, the same cannot be changed and no benefit of other category will be admissible later on. The reserved category candidates are required to submit requisite certificates in the format prescribed by Government of India and issued by the Competent Authority.

(D) PLACE OF POSTING:-

At present the place of posting is as indicated in the advertisement is only indicative and can be posted anywhere in India in the interest of NIELIT

(E) SELECTION CRITERIA:

The selection of candidates will be based on written examination followed by Interview. The weightage for written examination and interview will be 85:15.

S.No.	Post	Grade Pay	MODE OF SELECTION
01	Assistant Director (Admn.)	PB:3,15,600- 39,100 GP of Rs. 5400/-	Written examination will comprise of objective type questions. The question paper will consist of 85 questions in General knowledge and Aptitude. Written examination for the post of Assistant Director (Admn.) will be held at Kohima & Delhi. Interview will be held at Delhi only.
02	Scientist ‘B’	PB:3,15,600- 39,100 GP of Rs. 5400/-	Written examination will comprise of objective type questions. The question paper will consist of 85 (50 Technical and 35 General Aptitude. Syllabus for written examination is available at http://www.nielit.gov.in/recruitments.aspx Written examination for the post of Scientist ‘B’ will be held at Gorakhpur, Aurangabad & Delhi. Interview will be held at Delhi only.
03	Senior Technical Assistant	PB:2, 9300-34,800 GP of Rs. 4200/-	Written examination will comprise of objective type questions. The question paper will consist of 85 (50 Technical and 35 General Aptitude. Syllabus for written examination is available at http://www.nielit.gov.in/recruitments.aspx Written examination for the post of Senior Technical Assistant will be held at Agartala, Aurangabad & Chandigarh and interview will be held at respective Centre for respective vacancies.
04	Junior Assistant	PB-1;5,200-20,200 GP of Rs. 1900/-	Written examination will comprise of objective type questions. The question paper will consist of 85 questions in General knowledge and Aptitude. Written examination for the post of Junior Assistant will be held at Aurangabad & Chandigarh and interview will be held at respective Centre for respective vacancies.

E) GENERAL CONDITIONS

1. Only Indian Nationals should apply.
2. The qualifications should be acquired from the Indian Universities / Institutes, recognized by the UGC/AICTE or appropriate statutory/ regulatory bodies, wherever applicable. In case of foreign qualification the candidate would be required to produce a certificate of equivalence issued by MHRD/AIU/AICTE.
3. Persons working in Government/PSUs/Autonomous organizations may send their duly filled-in Application Form through proper channel along with photo copies of upto date ACR/APAR dossiers for the last 5 years duly attested by an officer not below the rank of Under Secretary or equivalent and vigilance/disciplinary clearance. Candidates are advised to submit an advance copy of the application form before the last date. However, such applications will not be considered by the Screening Committee, if not received through proper channel.
4. Candidates are informed that mere submission of application shall not give them any right to be called for interview / selection
5. The appointment of selected candidates will be subject to being found Medically Fit.
6. The candidates will be called for selection based on Self certified information, along with copies of testimonials furnished by them. They should produce the original documents in support of their meeting eligibility conditions at the time of Interview, failing which such candidates will not be permitted to appear for the interview.
7. If the SC /ST / OBC and Disability Certificate are in a language other than English / Hindi, the candidates are required to submit a self certified translated copy of the same either in English or Hindi.
8. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or after recruitment or on joining, if any information provided by the candidate is false or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the Candidate's employment will be terminated.
9. Candidature of the registered candidate may also liable to be rejected if Application Form is not received (or) received unsigned (or) without copy of necessary documents / proof to clearly establish his/her eligibility (or) received after the last date prescribed for receipt of Application Form.

(F) How to Apply:

Candidates meeting the above eligibility conditions may download the format available in website www.nielit.gov.in or NIELIT Centre's websites. Duly signed filled-in Application Form complete in all respects along with attested copies of certificates relating to qualifications, relevant experience, date of birth, caste etc. and a recent passport size photograph affixed on it may be sent to **Additional Director(P&A), National Institute of Electronics and Information Technology, Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi-110003 by 14/12/2015**. The envelope containing Application must be superscribed with the statement " Application for the post of _____". The Application Form duly completed can also be sent through e-mail recruitment@nielit.gov.in. However, a print out of the Application Form alongwith copies of testimonials must reach NIELIT latest by 14/12/2015.

G) General Instructions:

1. NIELIT reserves the right to Revise / Reschedule / Cancel / Suspend / Postpone / Withdraw recruitment process without assigning any reason. The decision of NIELIT shall be final and no appeal shall be entertained.

2. Canvassing in any form and or/bringing in any influence political or otherwise will be treated as a disqualification for the post.
3. Candidates must ensure before applying that they are eligible according to the criteria stipulated in the advertisement. If the candidate is found ineligible at any stage of recruitment processes, he/she will be disqualified and his/her candidature will be cancelled. Hiding of information or submitting false information will lead to cancellation of candidature at any stage of recruitment or even after recruitment.
4. All applicants must fulfill the minimum educational qualifications essentially prescribed for the posts and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying for the post. No enquiry asking for advice as to eligibility will be entertained.
5. The decision of the Managing Director, NIELIT in all matters relating to eligibility, acceptance or rejection of applications, mode of selection and conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/her agency.
6. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Delhi and courts/tribunals /forums at Delhi only shall have sole and exclusive jurisdiction to try any such cause/dispute.
7. Before submitting application form, the candidates should carefully ensure his/her eligibility for the post applied for. No relevant column of the application form should be left blank, otherwise application form is liable to be rejected.
8. Candidates applying for more than one post should submit separate applications for each post separately.
9. Applications which are not in conformity with the requirement indicated in the advertisement are liable to be rejected.
10. Only short-listed candidates will be called for interview. Mere fulfilling of requirement as laid down in the advertisement does not qualify a candidate to be called for interview. No correspondence in this regard shall be entertained.
11. Number of years of experience indicated for the post is after obtaining the specified qualification for the post.
12. No TA/DA shall be paid for attending the written test or the interviews.
13. Applications received after due date for whatsoever reason including postal delays shall not be entertained.
14. At present the place of posting is as indicated in the advertisement is only indicative and can be posted anywhere in India in the interest of NIELIT.
15. The appointment is subject to verification of original certificates/testimonials at the time of interview and successful completion of other pre-appointment formalities.
16. The information pertaining to written test and interview shall be sent through e-mail and SMS and as such applicants must indicate their e-mail id and mobile no. correctly and should in their own interest. Use the said e-mail and mobile till completion of recruitment in process.