

**National Institute of Electronics and Information Technology (NIELIT)
Chennai**

Ministry of Electronics and Information Technology (MeitY), Govt. of India.
No: 25, Gandhi Mandapam Road, Opp: Anna Library, 1st Floor, ISTE Building, Chennai – 25.
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WALK-IN INTERVIEW RECRUITMENT NOTICE (CONTRACT BASIS)

Domain / Section	Name of the Post	No. of Posts	Method of Recruitment	Date of Interview
Technical	Project Engineer (3DP/AM)	01	Walk in Interview	2 nd Jan, 2025 10AM to 4 PM & 3 rd Jan, 2025 10AM to 4 PM
	Project Engineer (IoT)	01		
	Project Engineer (RPA)	01		
	Resource Person (Embedded Systems)	01		
	Resource Person (Project Associate)	01		
	Resource Person (Cyber Security)	01		
	Resource Person (Data Science)	03		
	Resource Person (IT)	01		
Training	Resource Person (Training)	02		6 th Jan, 2025 10AM to 4 PM & 7 th Jan, 2025 10AM to 4 PM
Admin & A/C	Senior Resource Person (Admin)	01		8 th Jan, 2025 10AM to 4 PM & 9 th Jan, 2025 10AM to 4 PM
	Resource Person (Admin Assistant)	01		
	Resource Person (Accounts Assistant)	01		

Place of Posting: Chennai

Age Limit: Not exceeding 45 Years (Except - Project Engineer (IoT) / (3DP/AM) / RPA)

National Institute of Electronics and Information Technology (NIELIT) is an Autonomous Scientific Society of Ministry of Electronics and Information Technology (MeitY), 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 Security, 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 fast pace and at present has Centres/ Extension Centers at 52 locations in

Agartala, Ahlawalpur (Saksharta Kendra), Aizawl, Ajmer, Aurangabad, Bhubaneswar, Calicut, Chandigarh, Chennai, Chuchuyimlang, Churachandpur, Daman, Delhi, Dibrugarh, Dimapur, Gangtok, Gorakhpur, Guwahati, Haridwar, Hyderabad, Imphal, Itanagar, Jammu, Jorhat, Kargil, Kohima, Kokrajhar, Kolkata, Kurukshetra, Lakhanpur (Saksharta Kendra), Leh, Lucknow, Lunglei, Majuli, Mandi, Pali, Pasighat, Patna, Ranchi, Ropar, Senapati, Shillong, Shimla, Silchar, Srinagar, Tezpur, Tezu, Tirupati and Tura etc., with the Headquarters at New Delhi.

NIELIT Chennai set up in 2010 as a Centre of is one of the premier institutions providing affordable quality education as per the job market requirements for candidates from all over India in state-of-the-art fields like Information Security, Cloud Computing, Data Science, AI, VLSI, Embedded Systems, Industrial IoT, Electronic Product Design and Automotive Electronics. NIELIT Chennai imparts training in online, blended and class room modes delivered with the help of modern ICT tools including Virtual Labs. NIELIT Chennai has a profound experience of implementing ~~var~~ capacity building projects of the Centre and the State Governments for empowering the weaker sections of the society and to bridge the skill gaps of the Industry.

NIELIT Chennai is looking for bright & result-oriented candidates. The positions available are purely on a temporary contractual basis on consolidated emolument initially for a period of **One (01) Year** and extendable maximum up to Three (03) years on **Yearly Basis** or will be **co-terminus with the project** whichever is earlier.

1)	Name of the post	:	Project Engineer (3DP/AM)
	Number of post(s)	:	01(One)
	Consolidated Emolument	:	Up to Rs.50,000/-
	Age Limit	:	Not exceeding 40 Years

Essential Qualification with Experience: B.E / B. Tech in Mechanical/Production Engineering with proficiency in 3D Printing and Additive Manufacturing. Experience in handling classes for AM, CAD for AM, CAD modeling, Process Design, 3D Printer installation, Operation and Trouble shooting and Reverse Engineering, Good communication skills.

Desired Candidate Profile: M. Tech in Design/Manufacturing

Job Responsibilities for Project Engineer:

- Smooth coordination with lead/Resource Centers & Participants industries & agencies.
- Course syllabus/ materials Design, Development, Participant Mobilization, and Conduction (online/offline/hybrid) for participants under Future /skills Prime in 3D Printing and Additive manufacturing.
- MIS activities related to the scheme & any other works assigned as part of Future Skill Prime Additive Manufacturing.

2)	Name of the post	:	Project Engineer (IOT)
	Number of post(s)	:	01(One)
	Consolidated Emolument	:	Up to Rs.50, 000/-
	Age Limit	:	Not exceeding 40 Years

Essential Qualification:

B.E / B. Tech. (Computer Science /Computer Engg/Information Technology/ Electrical and Electronics Engineering/ Electronics and Instrumentation/Electronics/ Electronics & communication), MSC (Computer Science/ Information Technology/ Electronics/Applied Electronics/ Physics) or equivalent with First class from recognized university/institution.

Desired Candidate Profile:

- A PG-Level training in IoT
- Experience in Python and Embedded C Programming
- Hands on knowledge of Embedded Linux & RTOS
- Exposure to Embedded Device Driver Development

Job Responsibilities for Project Engineer:

- Conceiving and conducting hands-on training programs in the domain of IoT
- Support for Lab Workshops to be offered jointly with industry
- Technical support to funded projects of NIELIT Chennai

3)	Name of the post	:	Project Engineer (RPA)
	Number of post(s)	:	01(One)
	Consolidated Emolument	:	Up to Rs.50, 000/-
	Age Limit	:	Not exceeding 40 Years

Essential Qualification:

B.E / B. Tech. (Computer Science /Computer Engg/Information Technology/ Electrical and Electronics Engineering/ Electronics and Instrumentation/Electronics/ Electronics & communication), MSC (Computer Science/ Information Technology/ Electronics/Applied Electronics/ Physics) or equivalent with First class from recognized university/institution.

Desired Candidate Profile:

- Proved expertise in handling training sessions for graduate engineers/Technocrats.
- Knowledge in RPA and hands on knowledge or experience of UiPath tool.

Job Responsibilities for Project Engineer:

- Smooth coordination with lead/Resource Centers & Participants industries & agencies.
- Course syllabus/ materials Design, Development, Participant Mobilization, and Conduction (online/offline/hybrid) for participants under Future /skills Prime in Robotic Process Automation.
- MIS activities related to the scheme & any other works assigned as part of FS Prime RPA

4)	Name of the post	:	Resource Person (Embedded Systems)
	Number of post(s)	:	01 (One)
	Emolument	:	Rs.23,000/- To Rs.30,000/- Consolidated

Essential Qualification:

Bachelor Degree in Engineering or Bachelor Degree in Technology in Computer Science/Computer Engineering / Information Technology / Electrical and Electronics Engineering / Electronics and Instrumentation / Electronics & communication / Biomedical Engineering / Instrumentation & Control

Desired Candidate Profile:

- A PG-Level training in Embedded systems/IoT/VLSI
- Experience in Python and Embedded C Programming or Verilog Programming
- Working Knowledge of Embedded Microcontrollers/ FPGA Designs

Job Responsibilities for Resource Person (Embedded Systems):

- Conceiving and conducting hands-on training programs in the domain of Embedded & VLSI
- Support for Lab Workshops to be offered jointly with industry
- Technical support to funded projects of NIELIT Chennai

5)	Name of the post	:	Resource Person (Project Associate)
	Number of post(s)	:	01(One)
	Consolidated Emolument	:	Rs 23,000/- to 30,000/- Consolidated

Essential Qualification:

B.E/ B. Tech. (Computer Science/Computer Engg/ Information Technology/ Electrical and Electronics Engineering/ Electronics and Instrumentation/ Electronics/Electronics & Communication), M.Sc (Computer Science/ Information Technology/ Electronics/ Applied Electronics/ Physics) or equivalent with First class from recognized university/institution.

Desired Candidate Profile:

- Should have Good Communication and interpersonal skills.

Job Responsibilities for Resource Person (Project Associate):

- Coordination with Training partners for various skill development projects including
- Candidate selection
- Batch Creation in MIS and Verification
- Scheduling and Monitoring of training
- Monthly MPR data Updation
- Conduct of examinations at TP locations
- Processing of payment invoices etc.

6)	Name of the post	:	Resource Person (Cyber Security)
	Number of post(s)	:	01 (One)
	Emolument	:	Rs.23,000/- To Rs.30,000/- Consolidated

Essential Qualification:

B.E/B.Tech in Electronics & Communication/ Computer Science and Engineering/Information Technology or DOEACC (Department of Electronics and Accreditation of Computer Courses) B-level or MCA/ M.Sc in Computer Science with Good knowledge of Linux Server Administration and Cyber Security Fundamentals.

Desired Candidate Profile:

- PG Program/PG Diploma in Information System Security
- Teaching Experience in Linux Server Administration & Cyber Security

Job Responsibilities for Resource Person (Cyber Security):

- Handling Theory and Practical sessions of above subjects/modules and customized courses.
- Delivering Training to Industry Participants.
- Delivering Security related Services to Academic and Govt. Bodies.
- Assisting Students in their projects.

7)	Name of the post	:	Resource Person (Data Science)
	Number of post(s)	:	03 (Three)
	Consolidated Emolument	:	Rs.23,000/- to Rs.30,000/-

Essential Qualification:

B.E/ B.Tech/ M.E/M.Tech in Computer Science and Engineering/ Information Technology or DOEACC (Department of Electronics and Accreditation of Computer Courses) B-level or MCA/ M.Sc in Computer Science/ Statistics/ Mathematics with Good knowledge of Programming/BSc (CS) or BCA with 1 year experience in Data science.

Desired Candidate Profile:

Candidate must have very good knowledge of Linux Bash Scripting, JAVA, Cassandra or R and Python, Machine Learning, Deep Learning, Neural Network or Hadoop, Map Reduce using Python, Pig, Hive, HBase and Spark.

- PG Program/PG Diploma in Data Science
- Teaching Experience in above domain

Job Responsibilities:

- Handling Theory and Practical sessions of above subjects/modules and customized courses.
- Assisting students in their projects & Managing student attendance, records & File Works
- Conceiving and conducting hands-on training programs in the domain of IoT
- Support for Lab Workshops to be offered jointly with industry
- Technical support to funded projects of NIELIT Chennai

8)	Name of the post	:	Resource Person (IT)
	Number of post(s)	:	01 (One)
	Emolument	:	Rs.23,000/- to Rs.30,000/- Consolidated

Essential Qualification:

B.E. (CS or IT)/B. Tech (CS or IT)/MCA/DOEACC 'B' Level/M.Sc. (CS or IT) or higher.

Desired Candidate Profile:

- Must possess good communication skills and writing skills.
- Candidates should be good in teaching MS Office, Web Designing, Python, IoT, Computer Hardware and Maintenance, Networking, Linux Operating System etc.
- Candidates shall have willingness to learn and deliver training to professionals.
- Should be customer friendly and service oriented.

Job Responsibilities for Resource Person (IT):

- Taking Classes.
- Assist in day to day administration activities in Training Section.
- Develop and maintain a filing system.
- Provide general support to visitors.
- Assist Students in Projects.
- Interact with Training Centers.
- Other work assigned by the reporting officers.

9)	Name of the post	:	Resource Person (Training)
	Number of post(s)	:	02 (Two)
	Emolument	:	Rs.23,000/- to Rs.30,000/- Consolidated

Essential Qualification:

Bachelor's Degree from the recognized university or higher.

Desired Candidate Profile:

- Must possess good communication skills and working knowledge of Microsoft Office Tools.
- Should be friendly and service-oriented.
- Should be good in social media usage and ready to adopt to the online management system

Job Responsibilities for Resource Person (Training):

- Assist in day-to-day activities related to the training section.
- Prepare communications such as letters, and emails to training partners.
- Prepare results, reports, certificates and other documentation related task
- Other work assigned by the reporting officers

10)	Name of the post	:	Senior Resource Person (Admin)
	Number of post(s)	:	01(One)
	Emolument	:	Rs.28,000/- to Rs.35,000/- Consolidated

Essential Qualification & Experience:

Bachelor Degree from recognized university (or) equivalent with working knowledge of Computer with 5 years' Experience in the area of general administration preferably in Govt Organization/ Autonomous Body/ PSU/ Industrial Establishment of repute.

Desired Candidate Profile

- MBA in (General Administration or HR)
- Experience in Purchase through GEM, CPP, preparing reports and maintain records.
- Experience in eOffice and Audit Report related.
- Must possess good communication skills and working knowledge in Microsoft Office Tools.
- Should be customer friendly and service oriented.

Job Responsibilities for Resource Person (Administration Assistant):

- Day to day administrative activities.
- Prepare communications such as memos, emails, reports and other correspondence.
- Develop and maintain a filing system.
- Reservation Roster Maintenance, Time to time sending reports.
- Service Book maintenance.
- Recruitment related Activities.
- Act as the point of contact for internal and external clients
- Any Other work assigned by the reporting officers

11)	Name of the post	:	Resource Person (Admin Assistant)
	Number of post(s)	:	01(One)
	Emolument	:	Rs.23,000/- to Rs.30,000/- Consolidated

Essential Qualification and Experience:

Bachelor Degree from recognized university (or) equivalent with working knowledge of Computer preferably NIELIT 'CCC' or higher certification. AND One (01) year post qualification experience in the area of general administration preferably in Govt Organization/ Autonomous Body/ PSU/ Industrial Establishment of repute.

Desired Candidate Profile:

- Must possess good communication skills and working knowledge in Microsoft Office Tools.
- Should be customer friendly and service oriented.

Job Responsibilities for Resource Person (Administration Assistant):

- Assist in day to day administrative activities.
- Prepare communications such as memos, emails, reports and other correspondence.
- Initiate Purchase through GEM and maintain records.
- Develop and maintain a filing system.
- Provide general support to visitors and Schedule and coordinate meetings.
- Collect and distribute postal items.
- Act as the point of contact for internal and external clients
- Any Other work assigned by the reporting officers

12)	Name of the post	:	Resource Person (Accounts Assistant)
	Number of post(s)	:	01 (One)
	Consolidated Emolument	:	Rs 23,000/- to 30,000/- Consolidated

Essential Qualification:

Bachelor Degree in Commerce from recognized university/Institution with knowledge of Tally.

Essential Experience:

Two (02) years post qualification experience in the area of commercial finance and accounts preferably in Govt. Organization/ Autonomous Body/ PSU/ Industrial Establishment of repute and should also have working knowledge of Tally and computer preferably NIELIT 'ÇCC' or higher

Job Responsibilities for Resource Person (Accounts Assistant):

- Recording day to day transactions in Tally.
- TDS, GST-TDS filing.
- Preparation documents as per Audit requirements and Generation of e-invoice
- Preparation of salary bill, EPF, Budget, finalization of accounts conversant with Govt. of India rules & regulations.
- Preparation of Balance Sheet
- Assist in day to day Accounts activities.

General Terms & Conditions

1. The candidates must bring original and one copy of self-attested certificates of qualification, age, experience, detailed resume, etc., and one passport-size photograph.
2. The qualification of candidates must be from a recognized University/Institution. Mere fulfilling the essential qualification/experience does not guarantee selection.
3. The selected candidate shall be paid consolidated emoluments only and will not be paid any other ~~frnd~~ benefits like Medical, HRA, Transport, etc.
4. The number of vacancies may increase/decrease based on the final assessment or the recruitment process may stand cancelled and such changes will be made by NIELIT Chennai without any notice.
5. Unless suitable candidates are found, posts shall not be filled.
6. Selection of candidates for appointment to the above-mentioned position will be based on the performance of the candidates in the walk-in interview and as found eligible as per prescribed criteria.
7. NIELIT reserves the right to conduct written tests or skill tests for screening of the candidates before the interview if felt necessary.
8. The selected candidates will be offered contractual engagement on a purely temporary contract basis for a period of 3 to 6 months initially/co-terminus with the project, which may be extended depending upon the performance of the candidate and the requirement of NIELIT. These posts do not carry any entitlement for regularization in the future.
9. The contract appointment shall not confer any right for regularization/absorption or continuation of service in NIELIT, Chennai.
10. Contract may be terminated at any time by giving one-month notice on either side. The applicants will have no claim implicit or explicit for consideration against any NIELIT post.
11. The offer of appointment for the selected candidates will be subject to verification of certificates/testimonials at the time of joining and completeness of other formalities.
12. NIELIT reserves the right to assign duties to the selected candidate in any location where NIELIT Chennai has a work in progress.
13. Applications not providing adequate information required for assessment will be liable for rejection. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
14. The candidate must report for a walk-in interview on any of the specified dates at the below address:

National Institute of Electronics and Information Technology, Chennai
1st Floor, ISTE Complex,
NO. 25, Gandhi Mandapam Road, Opp: Anna Library, Chennai – 600025
Mobile: 91-9445880125, Email:chennai@nielit.gov.in