



**National Institute of Electronics and Information Technology (NIELIT) - Gangtok**  
(Under Ministry of Electronics & Information Technology, Govt. of India)  
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## **Walk in Interview on 23<sup>rd</sup> January 2023**

Sl No	Name of the Post	Nos. of Post	Essential Qualifications	Salary	Job Responsibilities
1	Executive (Admin)	01	M.Com / MBA with 3 to 5 year's experience in Establishment & Administration	Rs 25000 - 30000/- P.M (Consolidated)	The candidates should have 3 to 5 years experience in Administration/ Stores/ Establishment / Purchase and should be familiar with Government rules and Regulations
2	Assistant (Admin)	01	Any graduate with at least 1 years' experience in Establishment & Administration	Rs 17000/- P.M (Consolidated)	The candidates should have 1 year experience in Administration/ Stores/ Establishment / Purchase and should be familiar with Government rules and Regulations

Interested and eligible candidates may appear for Walk in Interview dated 23<sup>rd</sup> January **2023** at NIELIT Gangtok, Indira Bypass Road, Sichey, Near, KBT petrol pump. For Application form and other terms & conditions please visit our website

<http://nielit.gov.in/gangtok/recruitments>