

Walk-in-Interview

(Advt. No. NIELIT/HDW/2019/ADM/05 (Vol.iv)/158)

Walk-in-Interview Date: 21/05/2023 (Sunday)

Reporting Time: 10.00 A.M.-01:00 P.M.

Details of Qualification, Experience and Emoluments for empanelment of manpower on contract basis

Name of Post	Qualification and Experience	Age Limit (in years) as on date of advertisement	Consolidated Monthly Salary/ Salary Range (Rs.)	Place of Posting
Resource Person (IT)	<p>B.E./B.Tech. (IT or CS)/MCA/M.Sc. (CS or IT) with more than 5 years' experience.</p> <p style="text-align: center;">Or</p> <p>B.C.A./B.Sc. (IT/CS)/ Three Years Diploma in CS & Engineering with 07+ Years' experience</p> <p>Desirable Qualifications/ Skills:</p> <ul style="list-style-type: none"> • Excellent communication & presenting skills along with PPT designing. • Proficiency in English and Hindi languages. • Experience in Office Automation Solution & Tool, Virtual Conference. • Experience and/or knowledge of various networking systems, concepts including email, firewall, client-servers, network security, network protocols, etc. • Must demonstrate creativity and good design skills for different IT Technologies. • Any Certification such as Windows Server/Linux Server/Oracle DB Administrator/SQL DB Administrator/ITIL shall be added as advantage. <p>Desirable Experience/ Expertise:</p> <ul style="list-style-type: none"> • Experience in similar position/role in large or medium e-Governance projects in Government Department and entities shall be an added advantage. • Working technical knowledge of network, PC and platform operating systems, including Microsoft ILS, Tomcat Server, Oracle DB and CMS like WordPress, Joomla etc. • Manage communications and connectivity solutions, including workstation connectivity, local area networks, company Website, internet and Internet applications. • Extensive application support experience with Windows OS and Microsoft Office. • Working technical knowledge of current systems software, protocols and standards including firewalls, Active Directory • Hands-on software and hardware & network troubleshooting experience. • Experience with Application Development, data management & reporting in VM's Environment • Experience documenting and maintaining configuration and process information. • Knowledge of applicable data privacy practices and cyber laws. • Documentation of all IT records in Digital form & Officer Record. 	45	50,000	Dehradun

INSTRUCTIONS FOR CANDIDATES

Terms & Conditions

1. Application fee of Rs. 300/- per application for General/OBC candidates and Rs. 150/- per application for SC/ST/PWD candidates shall be submitted through DD in favour of “NIELIT Haridwar” payable at “Haridwar” or by Debit Card/Net-Banking/Online mode to the following account:

Account Name	:	NIELIT Haridwar
Account Number	:	12922122001331
IFSC Code	:	PUNB0129210
Bank Name	:	Punjab National Bank
Branch Address	:	Pentagon Mall, Sector-12, SIDCUL, Haridwar

2. Application fee once paid is non-refundable and non-transferable in any case. Applicants, in their own interest, should check their eligibility for the said post before coming for Walk-in-Interview and remitting application fee.
3. Candidates are required to bring self-attested copies of the following documents/certificates with the Application form to be submitted:-
 - a) Matriculation/10th Class certificate showing Date of Birth.
 - b) Marksheet(s) and Certificate(s) of essential qualification which makes him/her eligible for applying for the post applied.
 - c) Degree certificate of higher educational qualifications, if any.
 - d) Requisite experience certificate(s) clearly mentioning the starting and ending dates of employment, which makes him/her eligible for applying for the post. In case, candidate possess sufficient experience but does not have experience letter/certificate at the time of applying, he/she may submit an undertaking in the format at Annexure-A.
 - e) Caste certificate (SC/ST), if applicable.
 - f) Copy of Aadhaar Card or any other ID card issued by Government.
 - g) Resume/Curriculum-Vitae

In case a candidate is not in possession of a Degree/Certificate, he/she must bring self-attested copies of DMCs (Detailed Marksheet(s) and Certificate(s)) of all the semesters/years relating to that degree. Non-submission of above documents may lead to cancellation/rejection of the Application Form/Candidature. Candidates with last semester result awaited or incomplete degrees/diplomas are not eligible to apply.

4. Applicants are required to submit the duly filled Application Form along with the documents on the day of interview between **10:00 AM to 01:00 PM** at NIELIT Haridwar Centre. Only after successful submission of the Application Form and completing the scrutiny of the eligibility documents, the candidate may be allowed for appearing in interview.
5. The qualification of the candidates must be from recognized University/Institutions.
6. Candidate will not be entitled to claim any TA/DA for appearing in Walk-in Interview.
7. Selection of candidates for empanelment for above mentioned position(s) will be based on the performance of the candidates in the walk-in-interview and as found eligible as per prescribed criteria.
8. NIELIT Haridwar reserves right to conduct written test or skill test for screening of the candidates before interview, if felt necessary.
9. Empanelment means that the shortlisted candidates will be in the panel of NIELIT Haridwar for three years. Mere empanelment does not ensure any engagement or deployment in any department.

10. NIELIT Haridwar reserves the rights to amend/withhold/cancel any condition/complete advertisement/entire process of the empanelment OR at any stage accept or reject, any or all the applications, without giving any reason(s), whatsoever.
11. The empaneled candidates may be offered opportunity to join on the respective position as and when any such requirement arises on any project or if any department approaches NIELIT Haridwar to provide such manpower. The engagement/deployment of the candidate will depend on the skillset possessed by him/her and the skillset required for a particular project/department. The user department or project-in-charge may call the candidate for formal interaction for which no TA/DA shall be paid to the candidate. The engagement/deployment of the candidate shall depend upon his/her suitability during formal interaction, if conducted any.
12. In case such opportunity is offered to the empaneled candidate, he/she will be engaged on contract basis initially for a period of 06 months which may be further extended based on the requirement/performance of the candidate. NIELIT Haridwar does not guarantee to engage/deploy all shortlisted candidate(s) from the panel.
13. Candidate must produce at least one original Photo ID proof and all original Mark sheets/degrees/ testimonials/ post qualification experience certificates (including the Experience letter of the current place of working)/ one passport size photo and their SELF ATTESTED photocopies for verification purpose before engagement/deployment.
14. Applications are subject to further scrutiny at any point of time during the period of contract. At any time, if any document, statement or any other information submitted by the candidate is found to be false/suppressed/wrong/incorrect as per the selection/eligibility criteria, the contract of the candidate will be terminated with immediate effect and legal proceedings may be initiated against the candidate by NIELIT Haridwar.
15. Selected candidates will not be paid any other financial benefits like Medical, HRA and Transport etc. except consolidated salary.
16. Candidates must be willing to travel to any place outside their place of posting as part of their job if he/she is engaged/deployed. They may be required to work on shift/ rotational basis as per department requirement.
17. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
18. The applicants are advised to visit the website of NIELIT Haridwar Centre "<https://nielit.gov.in/haridwar/index.php>" regularly for result of candidates shortlisted for empanelment or any other update. No separate communication shall be made in any other form.
19. All correspondence will be made through e-mails only and as such the candidates must regularly check their e-mail ids and the website <https://nielit.gov.in/haridwar/index.php>.
20. Withdrawal of candidature on account of "non-furnishing of any information" or "furnishing of wrong information" will not confer any right to carry forward or retain the candidature for future recruitment.
21. The selected manpower shall not claim for the regularization if he is engaged/deployed on contract basis against this Advertisement/ Selection.
22. In case of any dispute, decision of the competent authority of NIELIT Haridwar will be final.

Sd/-

Administrative Officer

Undertaking

(To be filled by candidate, if applicable)

I possess the sufficient relevant experience that makes me eligible to apply for the post of _____, however, I am not in possession of Experience Certificate/Letter from my employer at the time of applying. I undertake to produce the original Experience Certificate/Letter at the time of verification purpose before engagement/deployment, if I got opportunity to join on the respective position, failing which my empanelment/selection shall be cancelled.

Date:-

Place:-

Signature of the Candidate