

Empanellment of Staff Purely on Contract Basis

NIELIT, Itanagar centre intends to empanel the staff for the following posts on contract basis, initially for six months on consolidated emoluments, which may be extended further on performance basis and as per requirement of NIELIT Itanagar. Applications in the prescribed format are invited for the empanelment of the following posts:

Sl No	Designation	Educational Qualification and Work Experience	Consolidated Remuneration per month (Rs)
1.	Faculty (CS/IT)	<p>Educational Qualification: Regular M.E./M.Tech in CSE/IT OR Regular first class B.E./B.Tech from recognized university/institute in Computer Science/ Information Technology / Regular MCA/Regular MSc (Computer Science) / DOEACC 'B' level with One Year experience Desirable: Knowledge in JAVA/PHP/ MySQL/Python. Maximum Age:-35 Yrs</p>	20,000/-
2.	Faculty (ECE)	<p>Educational Qualification: Regular first class M.E./M.Tech from recognized university/institute in Electronics & Communication and allied branch OR Regular first class B.E./B.Tech from recognized university/institute in Electronics & Communication and allied branch with One year experience. Desirable: Knowledge in Adruino/Raspberry Pi Maximum Age:-35 Yrs</p>	20,000/-
3.	Faculty (Tally/IT)	<p>Educational Qualification: Regular MCom/ MBA (Finance) from recognized university/ institution with minimum 50% marks with working knowledge in Tally ERP 9.0 OR Regular Graduate in Commerce from recognized university/institution with minimum 50% marks with Two years working experience Desirable: • Diploma in Computer Application • Certification in DTP Maximum Age:-35 Yrs</p>	20,000/-

EXTENSION CENTRE OF NIELIT ITANAGAR

1. NIELIT Pasighat Extension Centre, UD Building, Gumin Nagar, Pasighat 791 102
2. NIELIT Tezu Extension Centre, DIC Office, Tezu, Lohit, Aurnachal Pradesh – 792 001

4.	Faculty (DTP/IT)	<p>Educational Qualification: Regular Graduates from recognized university/institution and working knowledge of DTP (Photoshop, PageMaker and CorelDraw)</p> <p>Desirable: Diploma in Computer Application</p> <p>Work Experience: Two years working experience in DTP Software</p> <p>Maximum Age:-35 Yrs</p>	20,000/-
5.	Accountant	<p>Educational Qualification: a) CA (Inter)/ICWA (Inter) with working knowledge in Accounting Software such as Tally etc. OR b) Regular MCom/ MBA (Finance) from recognized university/ institution with minimum 50% marks with working knowledge in Accounting Software such as Tally etc.</p> <p>Desirable: Experience in the area of finance and accounts preferably maintaining books of accounts on computers in reputed organization and shall also have working knowledge of computer preferably with NIELIT "CCC"/Tally ERP 9.0 Certificate or higher qualification, knowledge of Income tax & other taxation rules etc.</p> <p>Work Experience: Two years working experience in Tally ERP 9.0</p> <p>Maximum Age:-35 Yrs</p>	25,000/-

INSTRUCTIONS FOR CANDIDATES

- 1) Interested candidates may download the application form and get other details from <http://nielit.gov.in/itanagar/recruitments> and should bring duly filled application form along with one latest passport size photograph, Self-attested photo copy of Educational Qualifications, caste/category (if applicable) and work experience certificates etc. **on 26th August, 2019 (Monday) by 09:30 A.M.** Candidates **MUST** bring original certificates / documents for verification.
- 2) No TA/DA will be given for appearing for the above-mentioned Interview.
- 3) The advertised post on contract basis is initially for SIX MONTHS on consolidated remuneration and may be extended further on performance basis and as per requirement of NIELIT Itanagar.
- 4) It will be the sole responsibility of the candidate to satisfy himself/herself regarding his/her eligibility with regards to the minimum essential qualification, experience and age etc. before applying. No relevant column should be left blank.
- 5) The candidature of the candidates is subject to their eligibility regarding academic, professional qualifications and experience etc. and mere applying for the post does not mean that the candidate is eligible for selection/empanelment.

EXTENSION CENTRE OF NIELIT ITANAGAR

1. NIELIT Pasighat Extension Centre, UD Building, Gumin Nagar, Pasighat 791 102
2. NIELIT Tezu Extension Centre, DIC Office, Tezu, Lohit, Aurnachal Pradesh – 792 001

6) 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 Itanagar.

7) Candidates are required to attach attested copies of the following documents/certificates with the Application form to be submitted: -

- a) Caste certificate (SC/ST), if applicable.
- b) Disability certificate (PwD), if applicable.
- c) Matriculation/10th Class certificate showing Date of Birth.
- d) Degree/Certificates of essential qualification which makes him/her eligible for applying for the post applied.
- e) Degree certificate of higher educational qualification, if any.
- f) Requisite experience certificate(s) clearly mentioning the starting and ending dates of employment, which makes him/her eligible for applying for the post.
- g) Attested copy of PAN Card, if available.

In case a candidate is not in possession of a Degree Certificate, he/she must attach self-attested copies of DMCs (Detailed mark sheets and certificate) of all the semesters/years relating to that degree. Non- submission of the above documents may lead to cancellation/rejection of the Application Form/Candidature. Name entered in the application form should match with the corresponding name given in the essential qualification certificates or any other relevant documents submitted.

8) Any request for change of particulars like name, father's name, address etc. will not be entertained at a later stage after the submission of the Application Form.

9) The Candidates MUST bring original certificates / documents for verification of the eligibility before appearing for the interview.

10) The candidate must indicate his/her email-id and mobile No. on which any communication from NIELIT Itanagar may be sent.

11) The candidate should affix his/her recent colored passport size photograph on the Application Form before submitting it in NIELIT Itanagar.

12) Where CGPA/OGPA is awarded and mentioned in the degree certificate the same should be converted into percentage and indicated in the application as per their institute/university conversion formula.

13) The empanelment of the candidates will be held through Walk in-Interview. The list of empanelled candidates in order of merit will be displayed on the website and on the notice board of NIELIT Itanagar.

14) The final empanelled candidate will be called for joining as per requirement of NIELIT Itanagar and may be posted at **NIELIT Itanagar or its Extension Centre at Pasighat or Tezu.**

EXTENSION CENTRE OF NIELIT ITANAGAR

1. NIELIT Pasighat Extension Centre, UD Building, Gumin Nagar, Pasighat 791 102
2. NIELIT Tezu Extension Centre, DIC Office, Tezu, Lohit, Aurnachal Pradesh – 792 001

15) NIELIT Itanagar reserves the right to modify, postpone or cancel this recruitment process at any time without any notice and without assigning any reason thereof.

16) All the notices and updates regarding these posts will be uploaded on the website of the NIELIT Itanagar – <http://nielit.gov.in/itanagar/recruitments> Candidates are therefore, advised to visit this website regularly regarding the empanelment process and before appearing for the interview.

17) There will be practical test for candidates applying for the post of Faculty (DTP/IT).

18) The manpower empanelled shall not claim for the regularization against this Advertisement/ Selection/Contractual Employment.

Sd/-

Director In-Charge

EXTENSION CENTRE OF NIELIT ITANAGAR

1. NIELIT Pasighat Extension Centre, UD Building, Gumin Nagar, Pasighat 791 102
2. NIELIT Tezu Extension Centre, DIC Office, Tezu, Lohit, Aurnachal Pradesh – 792 001