



**National Institute of Electronics and Information Technology, Kohima, Nagaland**  
**Ministry of Electronics and Information Technology, Government of India**

Meriema, New High Court Road, Kohima, Nagaland - 797001

Website: <https://nielit.gov.in/kohima/index.php>

**Recruitment**

Advt. No.: NIELIT/KMA/04/35/2022-23-Proj/NECB 2.0/02

**Details of eligibility qualifications required for each position**

Sl. No.	Name of the Post	No. of Vacancies	Essential Qualification	Age Limit	Monthly Remuneration Consolidated (in ₹)
1.	<b>Cluster Development Executive</b>	1 No.	<b>Educational Qualification:</b> Diploma in Handloom Technology/ Craft Technology / Fashion /Clothing / Costume Design.  Or,  Bachelor in fine arts/textile design with at least 2 years of working experience in a textile mill/ cluster and must have Computer Knowledge.  <b>Desirable:</b> In-depth understanding of fabrics and crafts, designs, and knowledge of the local and global market. Good articulation and communication skills.	Max 35 yrs.	₹ 20,000-30,000/- pm
2.	<b>Executive Assistant (Finance)</b>	1 No.	<b>Essential qualification:</b> First Class B. Com/M. Com/MBA (Finance) from a Recognized University with minimum 3 years of working experience having good Knowledge of MS Office, Accounting Software (Tally EPR9), Excel, etc. <b>Desirable qualities:</b> <ul style="list-style-type: none"><li>• Having knowledge of GST and other tax-related matters.</li><li>• Having Knowledge of Inventory Control.</li><li>• Having Knowledge of PFMS.</li></ul>	Max 40 yrs.	₹ 35,000 – 40,000/- pm