

INSTRUCTION FOR DOCUMENT VERIFICATION AND INTERVIEW/TYPING TEST FOR EMPANELMENT OF DATA ENTRY OPERATOR-D, IT TRAINING & SUPPORT EXECUTIVES-D, SR. CONSULTANT-M (DATA CENTER EXPERT), CONSULTANT-CE, SR. CONSULTANT-CE, EXECUTIVE (HR) AND JUNIOR ASSISTANT (EXAMS) (ADVT. NO. 07/306/2023/NDL/FM)

- a. Candidates who have applied for empanelment of IT Resource Persons will report as per schedule on following address :

Venue :-

National Institute of Electronics and Information Technology
IETE, Institutional Area, 16/1-2, Pankha Road,
Near Sagarpur Police Station, D Block,
Janakpuri New Delhi 110058.

- b. For the position of **IT Training & Support Executives-D, Consultant-CE, Sr. Consultant-CE, Executive (HR) and Junior Assistant (Exams) and Sr. Consultant-M (Data Center Expert)**, schedule of document verification and interview is available on NIELIT Delhi website at <http://nielit.gov.in/delhi>. **All candidates must appear for document verification and interview at given date and time only. Those reaching late shall not be entertained. Only those candidates, who clear document verification, will stay for Interview. Others may leave the venue. Interview and document verification will be held on the same day.**
- c. For the position of **Data Entry Operator-D** schedule of document verification and typing test is available on NIELIT Delhi website at <http://nielit.gov.in/delhi>. **All candidates must appear for document verification and typing test at given date and time only. Those reaching late shall not be entertained. Only those candidates, who clear typing test, will stay for document verification. Others may leave the venue. Typing test and document verification will be held on the same day.**
- d. **Candidates must bring ALL original mark sheets, degrees, testimonials, DOB certificates, caste certificate (if applicable), experience certificate and self ATTESTED photocopies of each document along with Aadhaar card** (any Govt. approved photo id) and one passport size photo on the day of document verification.
- e. The shortlisted candidates will be empanelled and deployed on projects in various Govt. Depts. on contract basis. **NIELIT does not guarantee to deploy all shortlisted candidates from panel.**
- f. The selection for empanelment does not provide any right to candidate to claim for deployment. Candidates may be called only as per requirement of NIELIT Delhi.
- g. The candidates selected / empanelled will purely be based on the requirement of client organization & the candidates so selected / empanelled will not hold any right for any sort of appointment in NIELIT i.e. contractual or regular. Upon selection, an undertaking to this effect need to be furnish by the candidate before being placed at client organization.
- h. Validity of empanelment will be three years w.e.f. the date of declaration of result.
- i. No TA/DA will be provided to candidates for appearing in document verification and interview/typing test.
- j. The candidates are advised to visit the website of NIELIT Delhi centre <http://nielit.gov.in/delhi> for schedule, venue or any updates.
- k. Candidates have to follow Instructions, Guidelines and relevant orders of Government of India pertaining to COVID-19 pandemic.