

Dated: 24-04-2025

**Schedule for Document Verification for empanelment for position of Sr. Executive and Executive purely on contract basis (advt. no. 07/314/2025/NDL/FM).**

| Date                   | Position                         | Schedule              |                    |
|------------------------|----------------------------------|-----------------------|--------------------|
| 28-04-2025<br>(Monday) | 1. Sr. Executive<br>2. Executive | <b>Reporting time</b> | 9:30 AM – 11:00 AM |

**Venue:**

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

**Candidates are requested to ensure their presence as per above schedule and must bring along following documents: -**

- i) Application form in given format duly filled.
- ii) CV(Bio-Data) having details of qualifications(with percentage), skill, experience, job profile and projects.
- iii) **Original and one self-attested copy** of all the documents related to date of birth certificate, qualification and experience certificate (Marksheets/degrees/testimonials/post qualification and experience certificates)
- iv) One latest color passport size photograph
- v) Valid Govt. issued photo ID i.e., Aadhar card, PAN card, Passport, Voter ID etc.

**Note: Only those candidates who deposit requisite registration fee of Rs. 550/- and successfully clear document verification process will be shortlisted for interaction for empanelment.**

In case of any query, candidate may write to empanelment.help@gmail.com or may contact at 8860851441 (Call Time: 9.30 A.M to 1.00 P.M & 1.30 P.M to 5.30 P.M on working days).