Ref. No.1(30)/2015-NIELIT | 552

National Institute of Institute of Electronics and Information Technology New Delhi-110 003

Sub: Uploading of Notified Recruitment Rules of various posts in NIELIT- reg.

We are in receipt of a letter No. 7(1)/2015-ABCD dated 13th March, 2015 from ABC Division, DeitY forwarding a copy of letter No. AB-14017/61/2008-Estt.(RR) dated 27th February, 2015 received from Ministry of Personnel P.G. & Pensions, Deptt. of Personnel & Training regarding uploading the notified Recruitment Rules of various posts under each Ministry / Department. DoPT vide their letter dated 27.02.2015 referred above has directed to upload the notified Recruitment Rules on the website of organization under the Ministries.

2. The following RRs for S&T and Non – S&T staff of NIELIT were duly approved in 31st/32nd Governing Council meeting held on 8th October, 2013 and November 29, 2014 respectively (agenda Item No. 32.2):

S.No.	Name of the Post	Scale of Pay with GP
	S&	T Posts
01	Scientist / Engineer - 'D'	PB3:15,600-39,100;GP Rs.7600
	/ Joint Director	·
02 ·	Dy. Director (Civil)	PB3: Rs.15,600-39,100; GP Rs.6600
03	Scientist 'C' (Marketing)	PB3: Rs.15,600-39,100; GP Rs.6600
04	Scientist /Engineer - 'C'	PB3: Rs.15,600-39,100; GP Rs.6600
	/Deputy Director	
05	Scientist /Engineer 'B'	PB3: Rs.15,600-39,100; GP Rs.5400
	/ Assistant Director	
06	Technical Assistant	PB1: Rs.5200-20,200; GP Rs.2400
07	Junior Technical Assistant	PB1: Rs.5200-20,200; GP Rs.1900
	NON	S&T Posts
01	Deputy Director (Law)	PB3: Rs.15,600-39,100; GP Rs.6600
02	Assistant Director (DB)	PB3: Rs.15,600-39,100; GP Rs.5400
03	Assistant Director (Admn.)	PB3: Rs.15,600-39,100; GP Rs.5400
04	Asstt. Director (Finance) /	PB3: Rs.15,600-39,100; GP Rs.5400
	Accounts Officer	
05	Admn. Officer	PB2: Rs.9300-34,800; GP Rs.4600
06	Finance Officer	PB2: Rs.9300-34,800; GP Rs.4600
07	Sr. Assistant (Accounts)	PB2: Rs.9300-34,800; GP Rs.4200
08	Library & Information Asstt.	PB2: Rs.9300-34,800; GP Rs.4200
09	Receptionist /	PB2: Rs.9300-34,800; GP Rs.4200
	Front Office Councellor	
10	Assistant (Accounts)	PB1: Rs.5200-20,200; GP Rs.2400
11	Assistant	PB1: Rs.5200-20,200; GP Rs.2400
12	Stenographer	PB1: Rs.5200-20,200; GP Rs.2400
13	Junior Assistant	PB1: Rs.5200-20,200; GP Rs.1900

2.1 The RRs for the following posts have been drafted and got approved by DeitY:

S.No.	Name of the Post	Scale of Pay with GP
01	Executive Director	Rs.18,400-500-22,400 (pre-revised)
		PB-4:37,400-67,000; GP Rs.10000 (revised)
02	Director	Rs.18,400-500-22,400 (pre-revised)
		PB-4:37,400-67,000; GP Rs.10000 (revised)

2.2 The RRs for the following S&T and Non S&T posts were approved by the MC&IT:-

S.No.	Name of the Post	Scale of Pay with GP
01	Director	Rs.16,400-450-20,000 (pre-revised)
		PB-4:37,400-67,000; GP Rs.8900 (revised)
02	Chief Controller of	Rs.16,400-450-20,000 (pre-revised)
	Exam	PB-4:37,400-67,000; GP Rs.8900 (revised)
03	Chief Finance Officer /	Rs. 12,000-375-16,500 (pre-revised)
	Financial Controller	PB3:15,600-39,100;GP Rs.7600 (revised)
04	Registrar	Rs. 12,000-375-16,500 (pre-revised)
L.		PB3:15,600-39,100;GP Rs.7600 (revised)
05	Hindi Typist	PB1: Rs.5200-20,200; GP Rs.1900
	(Office Asstt-III)	•
06	Junior Hindi Translator	Rs. 5000-150-8,000 (pre-revised)
		PB2: Rs.9300-34800; GP Rs.4200 (revised)
07	Hindi Officer	Rs. 6500-200-10,500 (pre-revised)
		PB2: Rs.9300-34800; GP Rs.4600 (revised)

- 3. A copy of set of the above said RRs is enclosed herewith.
- 4. In view of the above, IT Wing, NIELIT is requested to upload the notified Recruitment Rules of various posts (S&T and Non S&T) in NIELIT official website for greater transparency as per the instructions issued by DoP&T.

Encl: As above

(B.N. Choudhury)

Addl. Director (P&A) and Registrar

20.05.2015

Shri Shameem Khan Joint Director (Systems), NIELIT Headquarter NIELIT Recruitment Rules- S&T Officers

Name of the post	Number of Posts	Classification	II Conta of Dove (in	Whether Selection or Non-Selection		Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08	09
Scientist/ Engineer - D/ Joint Director	22*	Group 'A'	Pay Band & Grade Pay PB3: 15600-39100 + Grade Pay Rs. 7600	Selection	Not applicable	Upto 40 Years (Relaxation as per GOI Rules)	Essential Qualification: a) Regular BE/ B.Tech in Computer Science or Computer Engg/Information Technology/Electrical and Electronics Engg/ Electronics & Instrumentation/ Electronics/ Electronics & Communications, M.Sc (Electronics/ Applied Electronics/Physics) with First Class from a recognized University/ Institution or Equivalent* with First Class from a recognized University/Institution OR b) M.Tech/ME in Computer Science/IT/Electronics & Communications /Electronics or any specialization in CS/IT/EC/ Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution. OR c) PhD in Computer Engg. or Computer Science. Information Technology/ Electronics, EEE, E&I & Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/ Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent* from a recognized University/Institution Experience: Post qualification experience in relevant field 8 years for a 6 years for b 4 years for c	Not applicable

*(System Manager =03, PDE / Principal Systems Analyst /Scientist 'D'=19)

Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	Ilanonutation/absorption aradas from Which	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in the case of Direct Recruit	Direct Recruitment/ Absorption Failing which by Deputation	Essential Qualifications: BE/B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics & Instrumentation/ Electronics/ Electronics & Communications / M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* and having experience in the relevant field Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies: i) holding analogous post on regular basis; OR ii) holding post on regular basis in the Grade Pay Rs. 6600/- for 05 years	(ii) Two S&T Officer from DeitY and :Member Its constituents not below the rank of Scientist 'F' (iii) Two outside Experts from the :Member relevant field holding the post in GP of Rs 8900/- & above in Govt of India. to be Nominated by Appointing Authority Out of the above, one member Should be from the Reserved Category (SC/ST)	

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruilment Rules- S&T Officers

Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications
				Sciection	admissible under rule 30 of the Central Civil Service			prescribed for direct recruits will apply in the case of promotees
01 '	. 02	03	04.	05	(Pension) Rules, 1972) 06	07		
Dy. Director		Group 'A'	Pay Band &	Selection			. 08	09
(Civil)			Grade Pay PB 3: Rs.15600- 39100+ Grade Pay Rs. 6600	Selection	Not applicable	Uplo 45 Years (Relaxation as per GOI Rules)	Essential Qualification (a) Regular BE/ BTech(Civil), B Arch. or equivalent degree with First Class from a recognised university/ institution OR	Not Applicable
							(b) ME/ MTech(Civil), M. Arch. or equivalent degree with First Class from a recognised university/ institution	
							Experience: Post qualification experience in relevant field 5 years for (a)	



Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion/deputation/absorption to be made	If a Departmental Promotion Committee its composition	ee exits, what is	Circumstances .In which Union Public/Service Commission is to be consulted in making Recruitment
10	11	. 12	13		14
One year in the case of Direct-Recruit	Direct Recruitment Absorption Failing which by Deputation	Essential Qualifications: BE/B.Tech(Civil) and having experience in the relevant field Employees of Central /State Govts. Iheir attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies i) holding analogous post on regular basis; OR' ii) holding post-on regular basis in the following Grade Pay: i) Grade Pay Rs. 5400/	Centre Director in case of Centres (ii) One S&T Officer from DeitY or its Constituents not below the rank of Scientist 'E' (iii) One Officer not below the rank of Scientist 'E' from NIELIT	:Chairman :Member :Member :Member	Not applicable
			Screening Committee: Comprising of the above Selection Committee	3 members out of	

Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

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NIELIT Recruitment Rules- S&T Officers

Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non-Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08	09
Scientist C (Marketing)		Group 'A'	Pay Band & Grade Pay PB 3: Rs.15600- 39100 + Grade Pay Rs. 6600	Selection	Not applicable	Upto 45 Years (Relaxation as per GOI Rules)	Essential qualification a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electronics/ Electronics & Communications/Electrical and Electronics Engg/ Electronics &Instrumentation /M.Sc (Electronics/ Applied Electronics /Physics) or Equivalent* with First Class from a recognized University/Institution followed by an MBA (Marketing) degree with first class from a recognized University/Institution OR b) M.Tech/ME in Computer Science/ IT/Electronics & Communications/ Electronics EEE, E&I, or any specialization in CS/IT/EC/Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution and MBA (Marketing) degree with first class from a recognized University/Institution Experience Post qualification experience in the relevant field 03 years for (a) 01 years for (b)	Not applicable

Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is it composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in the case of Direct Recruit	By Direct Recruitment/ Deputation / Absorption	or Equivalent* having experience in the relevant field Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies:	Composition of Selection Committee: (i) Managing Director in case of HQs Centre Director in case of Centres (ii) One S&T Officer from DeitY or its Constituents not case of Centres (iii) One S&T Officer from DeitY or its Constituents not case of Centres (iii) One Officer from DeitY or its Constituents not case of Centres (iii) One Officer not below the rank Scientist 'E' case in the	Not applicable

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- S&T Officers

				Recru	itment Rules- S&T C	micers		
Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non-Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08	09
Scientist / Engineer-C/ Deputy Director	66*	Group `A'	Pay Band & Grade Pay PB 3: 15600-39100+ Grade Pay Rs. 6600		Not applicable	as per GOI Rules)	a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications, M.Sc (Electronics/ Applied Electronics /Physics) with First Class from a recognized University/ Institution or Equivalent* with First Class from a recognized University/Institution OR b) M.Tech/ME in Computer Science/IT/Electronics & Communications/Electronics or any specialization in CS/IT/EC/Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution. OR c) PhD in Computer Engg. or Computer Science/ Information Technology/ Electronics, EEE, E&I & Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent* from a recognized University/Institution Experience: Post qualification experience in relevant field 4 years for a 2 years for b NIIL year for c	Not applicable

*((Senior System Analyst = 26, Senior Design Engineer = 26, Scientist `C'=14 (10000-15200/ 8000-13500)

Period of Probation, if any	and percentage of the posts to be filled by various methods.		If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in the case of Direct Recruit	Direct Recruitment/ Absorption Failing which by Deputation	Essential Qualifications: BE/B.Tech. in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications / M.Sc (Electronics/ Applied Electronics/ Physics) or Equivalent* and having experience in the relevant field Employees of Central /State Govts. their attached /Subordinate/ Statutory offices /PSUs/Autonomous Bodies: i) holding analogous post on regular basis; OR ii)holding post on regular basis in the following Grade Pay: i) Grade Pay Rs. 5400/- : 05 years ii) Grade Pay Rs. 4800 : 06 years	Composition of Selection Committee: (i) Managing Director in case of HQs :Chairman Centre Director in case of Centres (ii) One S&T Officer from DeitY or its :Member Constituent not below the Scientist 'E' (iii) One Officer not below the rank of :Member Scientist 'E' in NIELIT to be nominated by Appointing Authority (iv)Two outside Experts from the :Member relevant field not below the rank of Director in Govt of India. to be nominated by Appointing Authority. Out of the above, one member Should be from the Reserved Category (SC/ST) Screening Committee: Comprising of 3 members out of the above Selection Committee	Not applicable

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

DOEACC Society Recruitment Rules

of I	Imber Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruitment	Educational and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes
	02	03	04	05	06	07	08	09
	01 (2008)	Group "B"	Rs. 6500-200- 10500	Selection	Not applicable	30 years (Relaxation as per GOI rules)	i) Possessing Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with Hindi and English as subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with English medium and English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at degree level. ii) 5 years experience of terminological work in Hindi and or translation work from English to Hindi or vice-versa of technical or scientific literature. OR 5 years experience of teaching, research, writing and journalism in Hindi. Desirable: Awareness about modern equipments with Devnagari script.	Age: No Educational Qualification: Yes

Ashok Venna Adm Officer II

Period of	Methods of recruitment	In case of recruitment by promotion/deputation/transfer to be made	If a Departmental promotion	Circumstances in
Probation, if	whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods.		Committee exits what is its composition	which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in case of Direct Recruitment	By promotion / Direct Recruitment on term contract basis failing which by Deputation	Deputation: Officers of the Central/State Govternments or Public Sector Undertakingal) holding analogous post on regular basis in the parent cadre or department; OR b) Junior Hindi Translators in the scale of pay of Rs. 5500-9000 with three years service in the grade rendered after appointment thereto on a regular basis in the parent cadre or department; OR c) Officials working in a scale of pay not lower than Rs. 5000-8000 (under the Central DA pattern) or equivalent and possessing Masters Degree from a recognized University in Hindi or English with English or Hindi as a subject at the Degree level; or Masters' Degree from a recognized University in any subject with Hindi as a medium of instruction and examination with English as a compulsory subject at degree level and having six years experience of translation from Hindi to English and English to Hindi. Desirable: Experience of three years in translating technical or scientific literature from Hindi to English or vice versa. Note 1 – The departmental Junior Hindi Translator in the scale of pay of Rs. 5000-8000 with 8 years regular service in the grade shall be considered alongwith those considered for deputation. In case the departmental Junior Hindi Translator is selected for appointment, the post shall be deemed to	Composition of Selection Committee: i) Executive Director - Chairman ii) Registrar, DOEACC - Member iii) Joint Director, Hindi, DIT - Member iv) Two outside experts - Member not below the rank of Dy. Secretary in Govt. of India Screening Committee: Any three members from the above composition.	Not applicable.
	L	Hindi Translator is selected for appointment, the post shall be deemed to have filled by promotion. Note 2 – The departmental officers who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion. Note 3 – Period of deputation including period of deputation in another excadre post held immediately preceding this appointment in the same or other Organization or department or the Central Government shall ordinarily not exceed three years. Note 4 – The maximum age limit for appointment on deputation (including short term contract) shall be not exceeding fifty six years as on closing date of receipt of application.		

Ashot Verma

DOEACC Society

Ch!					Recruitment Rule	S		
of Post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruitment	Educational and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes
01	02	03	04	05	06	07	08	09
The state of the s	01	Group 'C'	Rs. 5000-150-	Not	Not applicable	28 Years	Essential	Not applicable
Junior Hindi Translator	(2008)	Group C	8000	Applicable	ног аррисаме	(Relaxation as per Govt. rules)	Possessing Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the degree level. OR	пот аррпсавів
							Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level. OR	
		4				A	Master's degree of a recognized University or equivalent in any subject with Hindi and English as subject at the degree level. OR	
							Master's degree of a recognized University or equivalent in any subject with Hind medium and English as a subject at the degree level. OR	
							Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at degree level. Desirable	
							i) Recognized Diploma or Certificate course in translation from English to Hindi and vice-versa. OR	
						**	Two years experience in translation from English to Hindi and vice-versa in Central or State Government offices including Govt. organizations.	,
						***	ii) Knowledge of operating Hind application software packages on computer.	

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Ashok Verma Adm Others II

tion, if any	Methods of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/deputation/transfer to be made	If a Departmental promotion Committee exits what is its composition	Circumstances in which' Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year	Direct Recruitment on term contract basis failing which by deputation	For deputation Holding analogous post on regular basis in the parent cadre in Central/State Govt. Deptt., PSUs/ Autonomous Bodies.	Composition of Selection Committee: - Executive Director(HQ) / : Chairman Director (Centre) - Joint Director (Hindi), DIT : Member - Registrar : Member - Two outside experts : Member not below the rank of Under Secretary in Govt. of India Screening Committee: Any two members from the above composition.	Not applicable

Ashot Verma Adm Others II

Recruitment Rules-S&T-

D. Commercial Commerci					Recruitment Rules-				
Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection		ancot	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees	
01	02	03	04	05	06	07	. 08	09	
Technical Asstt.*	30	Group 'C'	Pay Band & Grade Pay PB 1: Rs. 5200- 20200 + Grade Pay Rs. 2400	Selection.	· No	Uplo 27 Years (Relaxation as per GOI Rules / Norms)	Essential Qualifications: a) Bachelor's Degree in Science/BCA from a recognized University/Institution with 60% marks in the relevant field. OR b) 1st Class Diploma (3 years full time) in Computer Sc./IT/Electronics/ Electronics and Communication/ Electrical and Electronics Experience Post qualification relevant experience in Govt./PSUs/ Autonomous Bodies/Industry of repute. 1 year for (a) 2 years for (b)	,No	

* (Junior Engineer=08, Lab Asstt.=19, Workshop Asstt.03)

+ 1	Period of Probation, if any	aboration and percentage of the posts to be filled	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
	- 10	11	12	13	14
	case of Direct	Direct Recruitment/ Absorption Failing which by Deputation	B.Sc from a recognized University /Institution with DOEACC 'O' Level/BCA/1st Class 3 year Diploma in Computer Sc. /IT/Electronics. having experience in the relevant field. Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies: i) holding analogous post on regular basis; OR. ii) Working in PB1: 5200-20200 with GP Rs.1900/- and having 5 years regular service in the grade.	Composition of Selection Committee: (i)Scientist/Engineer 'D' or equivalent level officer : Chairman of NIELIT nominated by Appointing Authority (ii)One S&T officer from the Institute not below the : Member rank of Scientist/ Engineer `C' (iii)Two outside expert not below rank of Scientist : Member //Engineer `C' from the relevant field nominated by Appointing Authority (iv)One S&T Officer not below the rank of Scientist : Member //Engnn. 'C' from Deity or its Constituent Out of the nominated members one member should be from SC/ST category. Screening Committee: Comprising of 3 members out of the above Selection Committee	Not applicable

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

Recruitment Rules- S&T

					11001 4111110	iii Nules- 30 i		
1	Number of Posts	Classification	Scale of Pay (In Rupees)		Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)		Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04 .	05	. 06	07	08	09
Junior Technical Assistant	10*:	Group 'C'	Pay Band & Grade Pay PB 1: Rs. 5200- 20200 + Grade Pay Rs. 1900	Selection	No	Upto 27 Years (Relaxation as per GOI Rules / Norms)	Essential Qualifications: a) B.Sc./BCA from a recognized University / Institution with 60% marks.OR b) Graduate in any discipline from a recognized University / Institution with 60% marks having successfully completed NIELIT 'O' Level Certificate Course.OR b) 1st Class Diploma (3 years full time) in Computer. Sc./IT/Electronics/ Electronics and Communication/ Electrical and Electronics with 60% marks Experience Post qualification relevant experience Nil for (a) 1 year for (b)	No

(Technical Assit.=04, Handyman=01) (Electrician=05)

Period of Probation, if any Methods of recruitment: whether by deport of the probation of the probation of the probation and percentage of the probation of the probability of the probation of the probability of		inceputation/absorption grades from which	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment	
10	11	12	13	14	
One year in	Direct Recruitment/ Absorption	with DOEACC 'O' Level/BCA/ 1st Class 3 years	Composition of Selection Committee: (i)Scientist/Engineer 'D' or equivalent level officer : Chairman (ii)One S&T officer from NIELIT not below the rank of Scientist : Member / Engineer 'C' to be nominated by Appointing Authority (iii)Two outside expert not below rank of Scientist/Engnn. 'C' : Member from the relevant field to be nominated by appointing authority		
Direct Recruits		i) holding analogous post on regular basis; OR ii) Working in PB1: 5200-20200 with GP Rs.1900/- and having 5 years regular service in	11.10 00=011	Not applicable	

NIELIT
Recruitment Rules- Non-S&T Officers

	<u> </u>	<u> </u>		(ACCI DATILE)	ut Knies- Nou .29	Officers		
Name of the post	Number	Classification	Scale of Pay (In	Whether	Whether .	Age limit for	Educational and other qualifications required	Whether age
•	of Posts		Rupees)	Selection	benefit of	direct	for direct recruits	and other
			,	or · Non-	added years	recruits		educational
•				Selection	of service	· .		qualifications
				_	admissible			prescribed
	•				under rule 30		·	for direc
	•	·			of the			recruits wil
			:		Central Civil			apply in the
	-				Service			case of
					(Pension)			promotees
• •	· . ·				Rules, 1972)			
01	02	. 03	04 :	05	06	07 :	08	09
Deputy: Director		Group 'A'	Pay Band &	Selection -	Not applicable	Uplo 45	Essential Qualification	Not applicable
Law)	•		Grade Pay		,	Years	a) Regular LLB (05 years after 10+2 or 3 years	то арриссые
			PB 3: Rs.15600			(Relaxation	after graduation) with First Class from a	
1			39100 + Grade			as per GOI	recognised university/ institution	
•			Pay Rs. 6600		<u> </u>	Rules)	OR	
\$		4 14		}	•			
•]	;		b) Regular LLM (02 years full time) after LLB	
		,		,		,	with First Class from a recognised university/	
,					٠.		institution -	•
	•							
			· ·		- A	,	Experience:	
	`					· · · · · · · · · · · · · · · · · · ·	Post-qualification Practice in High-Court/ District	
						•	Court	•
						.,	3 Years for (a)	•
					**		1 Years for (b)	•
	•		1 :					. •
955 4							Desirable:	_
						,	Preference will be given to Law Graduates	
			1				qualified through CLAT	



		Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by, deputation or by, absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
•		10	11	12	13 (14
		One year in the case of Direct Recruit	Oirect Recruitment/ Absorption Failing which by Deputation	PSUs/Autonomous Bodies: i) holding analogous post on regular basis; OR	Composition of Selection Committee: (i) Managing Director in case of HQs :Chairman Centre Director in case of Centres (ii) One Officer in the Grade Pay :Member of Rs 8700/- from DeitY or its Constitutionts to be nominated by Appointing Authority (iii) One Non S&T Officer in the Grade :Member pay of Rs 8700/- and above from NIELIT to be nominated by Appointing Authority (iv)Two outside Experts from the :Member	Not applicable
janya janya	> . ·	(69)		Grade Pay:	relevant field not below the rank of Director in Govt of India. to be nominated by Appointing Authority Out of the above, one member Should be from the Reserved Category (SC/ST) Screening Committee: Comprising of 3 members out of the above Selection Committee	

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

Recruitment Rules- Non S&T Officers

ſ	Name of the post	Number	Classification	Scale of Pay (In	Whether	Whether	Age limit for	Educational and other small@-sti	
.	· · · · · · · · · · · · · · · · · · ·	of Posts		Rupees)	Selection	benefit of	direct	Educational and other qualifications required	Whether age
			·	Tapecs)	or Non-	added years	recruits	for direct recruits	and other
		-	-		Selection	•	recruits		educational
			,		Selection	of service			qualifications
}	•					admissible			prescribed
						under rule 30			for direct
Ì		-	• 1			of the			recruits will
	,			,		Central Civil			apply in the
ر. ا	No		· ·			Service			case of
	٠.			•		(Pension)			promolees
ļ		00				Rules, 1972)		<u></u>	'
}	01 Assistant Director	02 . 17*	03	04	05	06	07	08	09
	(DB)	. u	Group 'A'	Pay Band &	Selection	Not applicable	Uplo 40	Essential Qualifications:	Not Applicable
	(nn)			Grade Pay			Years	a) B.Sc/BCA from a recognized	
				PB3: Rs.15600 -	. 1		(Relaxation	University/Institution with 60% marks and PG	
			, * Y	39100 + Grade Pay			as per Govt.	Diploma in Computer Science/ Application from	
ł	58.7			Rs. 5400	·	·	of India	a recognised university / DOEACC 'A' level	
-		,					Rules)	OR I	
						•		b) MCA/M.Sc. (IT) /Computer Sc./ M.Sc in	1
- 1								Mathematics or Physics with First Class from a	
1			,					recognized University/Institution/ DOEACC 'B'	
Į	•	•	,		*.			Lord with 101 O-24 (2-2 -1-1)	
-			·	· · · · · · · · · · · · · · · · · · ·			<u> </u>	Level with '8' Grade and above.	
	٠	•					•	Experience:	
`.[Post qualification experience in respónsible	
				, , .				position in the relevant area out of which	
		•			-		*.	minimum of two years should be in a	
.		٠.	-		٠.	·		Supervisory/ Maneegerial position :	
- ;	186 C								
			· · ·]				5 years for (a)	1.
ŀ	1 (4	00'4-74	i Director (Finance)=(,			1 years for (b)	

⁽Assistant Director-A=02, Assistant Director (Finance)=02, Admin cum-Finance Officer=01, Joint Manager=10, Admin Officer=02)
The person who joins the post through other than DR Mode will be placed in PB I (Rs 9300-34800) with Grade Pay of Rs.5400/-

Period of Probation, if any Methods of recruitment:	In case of recruitment by promotion/	If a Departmental Promotion Committee exits, what	Circumstances in which Union
whether by direct	***deputation/absorption, grades from which	is its composition	Public/Service
recruitment or by	promotion /deputation/absorption to be made		
promotion or by			Commission is
deputation or by			to be consulted
absorption and		• •	in making
percentage of the posts	٠,	· · ·	Recruitment
to be filled by various			
methods	·		
10 11	. 12	13	14
One year in the case of Direct Direct Recruilment/	Essential Qualifications:	Composition of Selection Committee:	Not applicable
Recruit Absorption	8.Sc. and PG Diploma in Computer Science/	i) Managing Director or his nominee : Chairman	
Failing which by	Application from a recognised university /	in case of HQs and Director in case	
Deputation	DOEACC 'A' level /BCA from a recognized	Centres	
Deputation	University/Institution having experience in	1	1
	'Supervisory/Managerial position in relevant field;	ii) An Officer not below the rank of Member	
		Scientist 'D' from DeitY or its Constituents]:
	Employees of Central /State Govts. their	io be nominated by Appointing Authority.	
	attached /Subordinate/ Statutory offices/PSUs	iii) Registrar or an Officer of equivalent : Member	.
	/Autonomous Bodies:	rank in NIELIT to be nominated by	
		1	<u> </u>
	i) holding analogous post on regular basis;	Appointing Authority	}
	OR .	iv) Two outside members from the relevant : Member	1 1
	ii)holding post on regular basis in the following	field not below the rank of Dy. Secretary	•
	Grade Pay	in Govt of India., to be nominated by Appointing	
	i) Grade Pay Rs. 4200 : 08 years	Authority	
		NB : One of the nominated members must be from	·
	iii) Grade Pay Rs. 4800 : 02 years	SC/ST category	
		Screening Committee:	
		Any 3 (three) members from the above composition	

^{***}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- Non S&T Officers

					Recruitme	nt Rules- Non S&	i Officers		•
	Name of the post	Number	Classification	Scale of Pay (In	Whether	Whether	Age limit for	Educational and other qualifications required	Whether age
	• . •	of Posts		Rupees)	Selection	benefit of	direct	for direct recruits	and other
			•		or Non-	added years	recruits		educational
İ	٠.				Selection	of service			qualifications
				-1.	}	admissible			prescribed
- }		1	,	. .		under rule 30			for direct
- 1			•			of the			recruits will
.						Central Civil			apply in the
	:	·	•			Service	1		case of
- }		-			İ	(Pension)	ļ		promotees
. [Rules, 1972)	·		, , , , , , , , , , , , , , , , , , , ,
	01	-02	03	04	05	-06	07	08	09
-{	Assistant Director	17	Group 'A'	Pay Band &	Selection	Not applicable	Upto 40	Essential Qualifications:	. NO
	(Admn)	· ·		Grade Pay			Years	a) Graduale from a recognized	
-				PB3; Rs.15600 -			(Relaxation	University/Institution with 60% marks and PG	
				39100 + Grade Pay			as per Govt.	Diplôma (Personnel/HR Management/Industrial	
<i>:</i> -	: .			Rs. 5400			of India	Relation /Labour Law)	
					1		Rules)	OR :	
"			-				-		
	· · · · ·	:					1	b) Post Graduate Degree from a recognized	
	•	ļ ,						University/Institution with 60% marks and PG	
	 	 -	 	 	7			Diploma (Personnel/HR Management/Industrial	
								Relation /Labour Law)	
	· · · · ·						ĺ	OR	· .
	*	,				1.		c) MBA (Personnel/HR Management) from a	
] -	recognized University / Institution with 60%	{
	9%	Ϊ .] .		1	marks	
		ļ.						Experience:	
T		1		· · · ·	1			1-	
.				,	=			Post qualification experience in responsible	
	,			•	1		{	position in the area of Personnel / Establishment	
-								/Administration out of which a minimum of two	
-							-	years should be in a supervisory position	1
-	•]	·		_			equivalent to Section Officer/ Admin.Officer	
			1	1	1			Should possess working knowledge of	
-[1 .	1		1			computers	
l	. •		1	1			İ	7 years for (a)	
- [1	I .	1	[I	E	I
	ų.					٠.		5 years for (b)	

^{* (}Assistant Director-A=02, Assistant Director (Finance)=02, Admin cum-Finance Officer=01, Joint Manager=10, Admin Officer=02)

** The person who joins the post through other than DR Mode will be placed in PB I (Rs 9300-34800) with Grade Pay of Rs.5400/-

		•			
[Period of Probation, If any	Methods of recruitment:	In case of recruitment by promotion/	If a Departmental Promotion Committee exits, what	Circumstances
		whether by direct	.***deputation/absorption, grades from which	is its composition	in which Union
	• • •	recruitment or by	promotion /deputation/absorption to be made	· · · · · · · · · · · · · · · · · · ·	Public/Service
-	*	promotion or by		·	Commission is
	•	deputation or by	·		to be consulted
		absorption and	, <i>'</i>		in making
		percentage of the posts			Recruitment
		to be filled by various	·		I Veci dittitetit
		methods.			
Ì	· 10	.11,	12	13	14
Ì	One year in the case of Direct	Direct Recruitment/	Essential Qualifications:	Composition of Selection Committee:	
.	Recruit.	Absorption	Graduate from a recognized University	i) Managing Director or his nominee :Chairman	Not applicable
	Neorda	' (/Institution with Computer knowledge preferable	in case of HQs and Director in case	in the
	•	Failing which by	CCC or higher certificate and having	Cenires	
	•	Deputation	experience in handling Personnel/	ii) Director /Jt. Director level officer from ::Member	
			HR/Administration related matter in Supervisory	Personnel/ General/ABC Div of DeitY or its	
}			position;	Constituents to be nominated by Appointing	
Ì			1	Authority.	•
		•	Employees of Central /State Govts, their	iii) Registrar or an Officer of equivalent rank : Member	
- 1			attached /Subordinate/ Statutory offices/PSUs	in NIELIT to be nominated by Appointing	
	· · · · · · · · · · · · · · · · · · ·	•	/Autonomous Bodies;	Authority	
			i) holding analogous post on regular basis;	iv) Two outside members from the relevant : Member	· · • · .
		•	OD Holding analogous post of regular dasis;	field not below the rank of Dy. Secretary	
		; · · · · · .	ii) holding post on regular basis in the following	in Govt of India to be nominated by Appointing	
			Grade Pay	Authority	
ı				Admony	
			i) Grade Pay Rs. 4200 : 08 years	NB : One of the nominated members must be from	
٠.,			ii) Grade Pay Rs. 4600 : 03 years iii) Grade Pay Rs. 4800 : 02 years	SC/ST category	
- 4			Desirable: PG Diploma in Personnel / HRM	Outo i real aguity	
	·			Screening Committee	•
	•		/Finance as per requirement of the post	Screening Committee:	
ا .	· · · · · · · · · · · · · · · · · · ·	<u> </u>		Any 3 (three) members from the above composition	

^{***}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- Non S&T Officers

Name o	of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non-	Whether benefit of	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age	
					Selection	added years of service	recruits		educational qualifications	
					Sciection	admissible			prescribed	
	•			:		under rule 30			for direct	
,		•		•		of the :	Ì		recruits will	
		}	1 - 1		<u> </u>	Central Civil			apply in the	
		٠ .				Service			case of	
	٠.		٠.		1	(Pension)			· promotees	
-		-				Rules, 1972)	1			
	01	02	03	04.	05	06	07.	08	09	
	int Director	2	Group 'A'	Pay Band &	Selection ·	Not applicable	Upto 40Years	Essential Qualification:	No ·	
Officer	ce)/ Accounts			Grade Pay, P83: 15600 – 39100			(Relaxation as per GOI	a) Degree from a recognised University/institution with CA/ICWA with		<u>-</u>
				+ Grade Pay Rs.5400/-	٠.		Rules)	minimum 60% marks in both Degree as well as CA/ICWA.		-
	•		1			1		OR		
								b) Post Graduate Degree in Commerce or MBA(Finance) from recognised		-
								university/institute with minimum 60% marks Experience		
		1		1		1 .				• •
-						1 .		Post qualification experience in responsible/ supervisory position in the area of Commercial		
						1	,	Finance and Accounts preferable in Govt/	• •	
37724								Organisation/ Autonomous Body/PSU/ Industrial	· · · .	
								Establish of repute and working knowledge of		
		.						computer.		
	31	· ·						2 years for (a)	-	
}								5 years for (b)	- -	_

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- 1	Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
	10	11	12	13	14
	One year	Direct Recruitment / Transfer (absorption) Failing which by Deputation	Essential Qualifications: Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate. Employees of Central /State Govts, their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies: 1) holding analogous post on regular basis; OR: ii) holding a post in PB2: 9300-34800 with GP Rs.4,800/- or equivalent with 2 years of regular	Composition of Selection Committee: i) Managing Director or his nominee : Chairman in case of HQs and Director in case Centres ii) Director (Fin.)/Dy. FA, DeitY : Member. iii) CFO or Officer of equivalent rank : Member in NIELIT (to be nominated by Appointing Authority) : Member : Member relevant field not below the rank of	Not applicable
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			service in the grade OR iii) holding a post in PB2: 9300-34800 with GP Rs.4,600/- or equivalent with 3 years of regular service in the grade OR (iv) holding a post in PB2: 9300-34800 with GP Rs.4,200/- or equivalent with 8 years of regular service in the grade Experience in a supervisory position in the area of Accounts, Finance, Budgeting etc. in a specific autonomous organisation.	NB : One of the nominated members must be from SC/ST category. Screening Committee: Any 3 (three) members from the above composition.	

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- Non S&T

		-, ··· ·			Recru	ument Kuies- No	N 201	•	•
	Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
}		02	03 .	04	05	06	07	. 08	09
	Admn. Officer	65	Group 'B'	Pay band & Grade Pay PB2: Rs.9300-34800 + Grade Pay Rs. 4600	Selection	No	Upto 30 . Years (Relaxalion as per GOI Rules/Norms)	Essential Qualifications: a) Graduale from a recognized University //Institution with 60% marks and PG Diploma (Personnel/HR Management/Industrial Relation //Labour Law) OR	Not applicable
								b) Post Graduate Degree from a recognized University/Institution with 60% marks and PG Diploma (Personnel/HR Management/industrial	
	· · · · · · · · · · · · · · · · · · ·			ē.				OR c) PG Degree in Personnel/HR Management/Industrial Relation /Labour Law with 60% marks OR	
								d) MBA (Personnel/HR Management) from a recognized University / Institution with 60% marks Experience: Post qualification experience in responsible position in the area of Personnel / Establishment /Administration. Should possess working knowledge of computers	
								5 years for (a) 3 years for (b) NIL for (c) and (d))	

⁽Admn.cum-Finance Officer=02, Accounts Officer=03),(Information Analyst =01, Supervisor / Sr. Computer System Operator =01, Computer System Operator =06, Section Officer=01, Admn. Officer- Library Incharge=01),(Supporting staff-Gr.IV = 10, Assistant =06, Assit. Admn. Officer =02, Office Assit. Gr. I =09, Office Superintendent =01, Billing Superintendent =01, Data Entry Supervisor=03, Sr. Data Entry Operator=04, Public Relation Assit. =01, Sr. AC Plant Operator =03, Sr. Office Assistant =02, Sr. Store & Purchase Assit.=01), (Accountant=02, Assit. Accounts Assistant=04)

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		<i>,</i> ·	Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ ***deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in (which Union Public/Service Commission is to be consulted in making Recruitment
			10	11	12	13., .2.,	14
	•		One year in the case of.	Direct Recruitment / Transfer	Essential Qualifications:	Composition of Selection Committee:	Not applicable
			Direct Recruits	(Absorption)	Graduate from a recognized University /Institution with	(i) Managing Director or his nominee :Chairman	
				Failing which by Deputation	Computer knowledge preferable CCC or higher certificate and having experience in handling Personnel/	in case of HQs and Director in case	
		•			HR/Administration related matter;	Centres	
						(ii) Registrar/ Head of Admn :Member (not below the rank of Dy. Director	
					Employees of Central /State Govts, their attached	in case of Centres)	
	•				/Subordinate/ Statutory offices/PSUs /Autonomous Bodies:	(iii) One officer from Institute : Member	
					i) - holding analogous post on regular basis	(not below the rank of Jt. Director	
					OR	to be nominated by Appointing Authority))	1
					ii) holding a post in Pay Band 2 Rs. 9300-34800/- with Grade Pay of Rs 4200/- with 5 years' regular service	(iv)Two officers from the the relevant field :Member	
		-			State 1 dy of the 1200 Affair o years regular service	from outside Institute (not below the	
		1	-			rank of Deputy Director to be nominated	
•		6				by Appointing Authority)	
	·					by Appointing Additionty)	
						NB : One of the nominated members must be from	
			·, :			SC/ST category.	1
			-				
			1773 13			Screening Committee: Comprising of 3 members out of the above Selection Committee	

^{***}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- Non S&T

_								•	
	Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
ļ	: 01	02	. 03	04° :	05	06	07	08	09
. }	Finance Officer	2	Graup 'B'	Pay band & Grade	Selection	No.	Upto 30	Essential Qualifications:	NO.
				Pay PB2: Rs.9300-34800 + Grade Pay Rs. 4600			Years (Relaxation as per GOI Rules/Norms)	a) Graduate in Commerce from a recognized University/Institution with 60% marks with Diploma in Finance	
							T TOTE STRUCTURES	OR b) Post Graduate Degree in Commerce from a recognized University/Institution with 60% marks OR	
			•					c) MBA (Finance)/ from a recognized University #	
				38				Institution with 60% marks OR d) ICWA/CA with 60% marks Experience	
								Post qualification experience in the area of Commercial Finance and Accounts preferable in Govt/ Organisation/ Autonomous Body/PSU/ Industrial Establish of repute and should also have working knowledge of computer preferable NIELIT 'CCC' or higher.	
,								5 years for (a) 3 years for (b) Nil for (c) and (d)	

Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
- 10 - One year in the case of Direct Recruits	11 Direct Recruitment / Transfer (absorption) Failing which by Deputation	Essential Qualifications: Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate. Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies i) holding analogous post on regular basis; OR. ii) holding a post in PB2: 9300-34800 with GP Rs.4,200/with minimum 3 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/. Audit.	Composition of Selection Committee: (i) Managing Director or his nominee :Chairman in case of HQs and Director in case Centres (ii) Chief Finance Officer or equivalent ::Member level officer (iii) One officer from Institute : Member (not below the rank of Jt. Director to be nominated by Appointing Authority - (iv) Two officers from the the relevant field :Member from outside Institute not below the rank	No
13.7%		, recourse a congoung, recon.	of Deputy Director to be nominated by Appointing Authority) NB: One of the nominated members must be from SC/ST category. Screening Committee: Comprising of 3 members out of the above Selection Committee	

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT

Recruitment Rules- Non S&T

Name of the post	Number of Posts	Classification	Scale of Pay (In-Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08	09
 Sr. Assistant (Accounts)	2	Group 'B'	Pay band & Grade Pay PB2: Rs.9300-34800 + Grade Pay Rs. 4200	Selection	No	Upto 30 Years (Relaxalion as per GOI Rules/Norms)	Essential Qualifications: a) Graduate in Commerce from a recognized University/institution with 60% marks with Diploma in Finance. OR b) Post Graduate Degree in Commerce from a recognized University/ Institution with 60% marks; OR c) MBA (Finance) with 60% marks Experience	Not applicable
934. E			N.				Post qualification experience in the area of Commercial Finance and Accounts preferable in GovV Organisation/ Autonomous Body/PSU/ Industrial Establish of repute and should also have working knowledge of computer preferably NIELIT 'CCC' or higher. 2 years for (a) Nil for (b) and (c)	



	Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
. {	10	11	12	13	: 14
	One year in the case of Direct Recruits	Direct Recruitment / Transfer (absorption) Failing which by Deputation	Essential Qualifications: Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate.	Composition of Selection Committee: (i) Managing Director or his nominee	NO
•			Employees of Central /State Govts, their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies i) holding analogous post on regular basis; OR ii) holding a post in PB 1: 5200-20200 with GP-Rs-2800/	(ii)Chief Finance Officer or equivalent :Member level officer nominated by Appointing Authority : (iii)One officer from Institute :: Member not below the rank of Jt. Director to be nominated by Appointing Authority	
,			with minimum 3 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit. OR iii) holding a post in PB 1: 5200-20200 with GP Rs.2400/with minimum 6 years of regular service in the grade and	(iv)Two officers from outside the Institute: :Member not below the rank of Deputy Director to be nominated by Appointing Authority from relevant field	
			having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit.	NB : One of the nominated members must be from SC/ST category. Screening Committee: Comprising of 3 members out of the above Selection Committee	

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- Library Cadre

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	Name of the	Number	Classification	Scale of Pa	ıy (In	Whether	Whether benefit	Age limit for	Educational and other qualifications	Whether age and
	post	of Posts		Rupees)		Selection	of added years of service	direct	required for direct recruits	other educational
-		·				or Non-	admissible	recruits	•	qualifications
-	,			-	r	Selection	under rule 30 of			prescribed for direct
					•	1	the Central Civil		·-	recruits will apply in
							Service			the case of
							(Pension) Rules, 1972)			promotees
ľ	01	02	03	0	4 -	05	06	07	08	09
ſ	Library &	13	Group 'B'	Pay Band &		Selection	Not applicable	Upto 30 years	Essential Qualifications:	Not applicable
	Information	·		PB 2: 9300-34				(Relaxation	a) Degree in Library Science from a	=,
	Asstt.			Grade Pay 426				as per Govl.	recognized University with 60% marks; and	- }
1	•	•						of India rules)	with Working knowledge of computers	
	: '							, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	preferably NIELIT 'CCC' or higher	
					•			. •	certification.	
-		,					1		b) Post Graduate Degree in Library	
		1						•	Science from a recognised University with	
		. '				}			60% marks	
	• , •					•			Experience -	
İ									2 years in a Library of repute for (a)	
1									Nil in case of (b)	
4	Period of Probatio	n _r if-any	-Methods of recruit	ment:	iln case of re	cruitment by pr	omotion	If a Departor	nental Promotion Committee exits, what is its	Circumstances in which
-			whether by direct				des from which	composition	1	Union Public/Service
1	:		or by promotion o		promotion is	deputation/abso	rption to be made	-		Commission is to be
		•	deputation or by a						1	consulted in making
-	· ·		and percentage of		•			1		Recruitment .
	•		to be filled by vari methods,	ous	,					
1	. 10	•	11			12			13	
1	One year in the c	ase of Direct			Essential C	ualifications:		Composition	on of Selection Committee:	14
-	Recruits.		Direct Recruitmen				om a recognized	(i)Magazina	on of Selection Committee: Director or his nominee : Chairman	Not applicable
-	1 /COLUITO-	**	Transfer (Absorpt	•			Graduate with PG	(i)Managing	Chairman Control	
-	:		Failing which by [Deputation .		ilistitution, OK (Library Science		/ii/Doglet	Qs and Director in case Centres	
	•					library Science in the relevant			/Chief Finance Officer or : Member	
	3		•	ļ			•	equivalent I		
						of Central /Stat		the real of	cer from Institute not below the : Member	
-	*						lutory offices/PSL	s We talk of	Jt. Director to be nominated by	
-	*1				/Autonomou		•	T Appointing ,		
						nalogous post d	on regular basis O	R (IV) I WO OTE	cers from outside the Institute not . Member	
})-34800 + Grade P	neiow (de t	ank of Deputy Director to be nominated	
						avino 03 vears	regular.service; C	E Dy Appointi	ng Authority) from the relevant field	
	* .						1-34800 + Grade P	IND. One o	f the nominated members must be from	
Ì	.*				Rs. 2400/- having 06 years regular service; S			Screening of the above		
- 1					of					

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.



NIELIT
Recruitment Rules- Secretarial Cadre

Name of the post	Number	Classification	Scale of Pay (in	Whether	Whether	Age limit for	Educational and other qualifications required	Whether age
1,	of Posts .		Rupees)	Selection	benefit of	direct	for direct recruits	and other
				or Non-	added years	recruits	•	educational
			1	Selection	of service			qualifications
					admissible		·	prescribed for
• -					under rule 30			direct recruits
					of the .	ļ		will apply in
•				,	Central Civil	1		the case of
*					Service			promotees
		1.			(Pension)			
					Rules, 1972)			1
. 01	02	03	.04	05	06	07	08	09
Receptionist/ Front	. 4	Group 'B'	Pay Band & Grade	Selection	Not applicable	Upto 27	Essential Qualifications:	Age: No
Office Councellor	•		Pay	l · .		Years	First Class Graduate from a recognised university	- Educational
			PB 2: Rs.9300-34800 +			(Relaxation .	or equivalent with Working knowledge of	Qualification:
			Grade Pay Rs. 4200			as per GOI	computers preferably NELIT 'CCC' or higher	as indicated in
· :					-	Rules)	certification.	Col.8
a'			[.			-	Experience -02 years post qualification experience	
			_ * * * * * * * * * * * * * * * * * * *		1		in the relevant field	
			•	, t.,			Desirable:	· ·
							Diploma in Public Relations/ Marketing	

Period of Probation. Methods of recruitment; whether In case of recruitment by promotion/-If a Departmental Promotion Committee exits, what is . Circumstances in which by direct recruitment or by *deputation/absorption, grades from which Union Public/Service if any its composition promotion or by deputation or Commission is to be promotion /deputation/absorption to be made by absorption and percentage consulted in making of the posts to be filled by Recruitment various methods, 11. 13 : 14 Essential Qualifications: One year Direct Recruitment / Transfer Composition of Selection Committee: Not applicable Graduate from a recognized University /Institution (i)MD in case of HQs and Director in case of (Absorption) with Computer knowledge preferably CCC or higher Failing which by Deputation certificate and having experience in the relevant field. (ii)Registrar in case of HQs and Head of Admn. :Member (not below the rank of Dy. Director in case Employees of Central /State Govts, their attached of Centres) /Subordinate/ Statutory offices/PSUs /Autonomous (iii)One Officer from Institute not below the rank :Member Bodies: Of Dy. Director nominated by Appointing Authority. i) Holding analogous post on regular basis on below: the rank of Dy. Director in Government of India, ii) Persons working in the PB1: 5200-20200 with GP Rs.2,800/- having 5 years of regular service in the nominated by Appointing Authority. NB: One of the nominated members must be from SC/ST arade.OR iii) Persons working in the PB1: 5200-20200 with GP category Rs.2,400/- having 6 years of regular service in the Screening Committee: Any 3(three) members from the grade. above composition.

Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT

Recruitment Rules- Non S&T Whether benefit

Name of the post	Number of Posts	Classification	Scale of Pay Rupees)	(ln	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age lim direct recruits		Educational and other qualifications require for direct recruits	red	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees	•
01	02	03	04	·	05 .	06	07	7	08		09	
Assistant (Accounts)	02	Group 'C'	Pay Band & G PB I; Rs.5200 - Grade Pay Rs.1	20200+	Selection	No .	Uplo 27 Years (Relaxa as per (Rules/N	tion 301	Essential Qualifications; Graduate in Commerce from a recognized University/Institution with 60 % marks. Should have working knowledge of computer preferat NIELIT 'CCC' or higher	ałso oly	Not applicable	
	l			- 1		-	L		Desirable: NIELIT 'O'Level Certificate cours	e	•	
 Period of Probatic	d o a	Methods of recruilment: w lirect recruilment or by p ir by deputation or by ab- and percentage of the pos tilled by various methods.	romation *di sorption sts to be Pro	eputation/:	cruitment by pabsorption, gr deputation/abs	ades from which corption to be ma) ade	If a Dewhat	epartmental Promotion Committee exits; is its composition	which Public Comr	mstances in n Union c/Service nission is to be ulted in making uitment	
One year in the cast		Direct Recruitment / T absorption) ailing which by Depu	tation Gr with cer Em /Su 80 i) t	aduate from th Compute rtificate. nployees of ubordinate/ idies nolding ana holding a 1,1900/- will grade and	ralifications: n a recognized r knowledge pr Central /State Statutory office logous post on OR post in PB 1; 6; n minimum 5 ye i having experie	University /Institureferable CCC or Govts, their attaces/PSUs/Autonom	higher hed nous P rvice in ith	(i) Chi and H of Joir (ii) Tw (not be to be r (iii) Tw not be to be r from r NB : C SC/ST	ostion of Selection Committee: ef Finance Officer in case of HQ : Chairman ead of Finance not below the rank of Director in case of Centre of Officers from the Institute : Member elow the rank of Dy Director nominated by Appointing Authority) officers from outside the Institute : Member elow the rank of Deputy Director nominated by Appointing Authority relevant field One of the nominated members must be from category. ning Committee: Comprising of 3 members	Not as	14. pplicable	3

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

The destruction of the destructi

NIELIT Recruitment Rules- Non S&T

nuired	Whether are	_

Гм	ame of	the	Number	Classification	Scale of Pay (In	Whether	Whether	Age limit for	Educational and other qualifications required	Whether age
ł	st		of Posts		Rupees)	Selection	benefit of	direct	for direct recruits	and other
1				;		or Non-	added years	recruits		educational
				-		Selection	of service			qualifications
		-		_	· · ·		admissible		·	prescribed for
					1		under rule 30			direct recruits
1							of the			will apply in
			i .			1 :	Central Civil			the case of
		-	1		. 4		Service			promotees
	:					1	(Pension)			
	-					-	Rules, 1972)		1	
	. 0	1	02	.03	04	05	06	07	08	09
Α	ssistan	t	- 55*	Group 'C'	Pay Band & Grade Pay	Selection	No ·	Upto 27	Essential Qualifications:	Not applicable
				' '	PB I: Rs.5200 - 20200+		•	Years	First Class Graduate from a recognised university	
					Grade Pay Rs 2400			(Relaxation	or equivalent with Working knowledge of	
					,	1	Į.	as per GOI	computers preferably NIELIT 'CCC' or higher	
	,			1.				Rules/Norms)	certification.	
	:	1	1	1					Experience -01 years post qualification experience	1 .
	•	•	1				1			
							-		in the relevant field	·
<u> </u>					<u> </u>	<u> </u>	<u> </u>	<u> </u>	Desirable: NIELIT 'O' Level Certificate course	

⁽Receptionist - cum - Telephone operator =04, Senior Clerk /Senior Typist=11, Caretaker =01, Cashier=01, Data Entry Operator=07, AC Plant Operator=02, Sr. I/O Assit.=01, Tape-cum-Book Librarian =01, Supporting Staff Gr.II=07; Office Assit.Gr.II=16, Record Management Assit. =02, Accounts Assistant=02)

Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ **deputation/absorption, grades from which promotion /deputation/absorption to be made	lf a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
: 10 .	11	12	13	14
One year in the case of Direct Recruits	Direct Recruitment / Transfer (Absorption) Failing Which by Deputation	Essential Qualifications: Graduate from a recognized University /Institution with Computer knowledge preferable CCC or higher certificate and having experience in the relevant field. Employees of Central /State Govts, their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies: i) Holding analogous post on regular basis	Composition of Selection Committee: (i) Registrar in case of HQs and :Chairman Jt. Director(Admn)or equivalent level Officer to be nominated by Appointing Authority. (ii) Two Officers from the Institute ::Member not below the rank of Dy,Director/Scientist Engnn'C' to be nominated by Appointing Authority (iii) Two officers from outside the Institute :Member (not below the rank of Deouty Director to be nominated by Appointing Authority) from	Not applicable
		ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1900 and having 5 years regular service in the grade Desirable: NIELIT 'O' Level Certificate course	relevant field NB : One of the nominated members must be from SC/ST category. Screening Committee: Comprising of 3 members out of the above Selection Committee	

^{**}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIFI IT

Recruitment Rules - Secretarial Cadre

:		* * *	<u>-</u>	Recruitme	nt Rules∙ Secreta	iriai Cadre		
Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
. 01	. 02	03	. 04 -	05	06	07	08	09
Stenographer	22*	Group 'C'	Pay Band & Grade Pay PB 1: Rs. 5200-20200 + Grade Pay Rs. 2400	Selection	No .	Upto 27 Years (Relaxation as per GOI Rules/Norms)	Essential Qualifications: First Class Graduate from a recognized University/Institution with shorthand speed of 100/80 wpm in English/ Hindi and Working knowledge of computers preferably NIELIT 'CCC' or higher certification. Destrable: i) Working experience of 02 years in similar S&T organization. ii) NIELIT 'O' Level Certificate Course.	Not applicable

^{* (}Steno Grade Il/Steno Typist =04, Personal Assit. / Stenographer =09,PA to Director / Stenographer =09)

Frivy

•	·				•••	
	Period of Probation, If	Methods of recruitment: whether by direct recruitment or by promotion	In case of recruitment by promotion/ **deputation/absorption, grades from which	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service] .
) : '		or by deputation or by absorption and percentage of the posts to be filled by various methods.	promotion /deputation/absorption to be made		Commission is to be consulted in making Recruitment	1.
	10	11	12	- 13	.: 14	1
	One year in the case of Direct Recruits	Direct Recruitment / Transfer (Absorption) Falling which by Deputation	Essential Qualifications: Graduate from a recognized University/Institution and having experience in the relevant field.	Composition of Selection Committee: (i) Registrar/Chief Finance Officer :Chairman in case of HQs and Jt. Director(Admn/Fin) or equivalent level officer to be nominated	Not applicable	1
			Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs /Autonomous Bodies:	by Appointing Authority. (ii) Two Officers from the Institute :Member		
			i) Holding analogous post on regular basis OR ii) Working in PB-1 Rs.5200-20200 with Grade Pay	not below the rank of Dy Director/ Scientist Engnn'C' to be nominated by Appointing Authority (iii)Two officers from outside the Institute :Member (not below the rank of Deputy Director	:	
			of Rs.1900 and having 05 years regular service in the grade with shorthand speed of 100/80 wpm in English/Hindi	to be nominated by Appointing Authority) from relevant field NB: One of the nominated members must be from		1
•			Destrable: i) Working experience of 02 years in similar S&T	SC/ST category. Screening Committee: Comprising of 3 members out of the above Selection Committee		
			ii) NIELIT 'O' Level Certificate Course			

^{**}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.



NIELIT Recruitment Rules- Non S&T

Name of the post	Number	Classification	Scale of Pay (In	Whether	Whether	Age limit for	Educational and other qualifications required	Whether age
	of Posts		Rupees)	Selection	benefit of	direct	for direct recruits	and other
				or Non-	added years	recruits	To discount of all of	1
				Selection	of service	Toorans	·	educational
				0010000011	admissible		,	qualification
					under rule 30	İ		prescribed for
					of the			direct recrui
	1		:		Central Civil	į		will apply in
•			,		Service			the case of
		1			(Pension)	- :		promotees
			· .		Rules, 1972)			
: 01 -	02 -	03	04	05	06	07		
unior Assistant	66*	· Group 'C'	Pay Band & Grade	Selection .			08	09
		. Group C	Pay	Selection.	No .	Upto 27	Essential Qualifications:	Not applicab
	}		PB 1; Rs. 5200-20200			Years	First Class Graduate from a recognized	-
			+ Grade Pay Rs. 1900/-		1	(Relaxation	University/institution with typing speed of 30 wpm	•
						as per GOI	in English or 25 wpm in Hindi with Working]
		•		. ,		Rules/Norms)	knowledge of computers preferably NIELiT 'CCC'	
					-	••	or higher certification.	
y y	7							
<u> </u>	1 21 (6		Lill = 22 Junios Clarica Official	<u> </u>	- 1		Desirable: NELIT 'O' Level Certificate Course.	٠.

* (Receptionist=01, Supporting Staff SI= 19, Office Assit.Gr.II = 33, Junior Clerk=08, V/O Assit.=04, Dualicating-Operator = 011

	Period of Probation, if-	Methods of recruitment; whether by	In case of recruitment by promotion	If a Departmental Premetion Committee of	
	any .	-direct recrultment or by promotion	:**deputation/absorption, grades from which	If a Departmental Promotion Committee exits,	Circumstances in
- 1		or by deputation or by absorption	promotion /deputation/absorption to be made	what is its composition	which Union
- 1		and percentage of the posts to be filled by vacious methods.	promotion respectation and of priorition be made		Public/Service
٠		inco by vacious inellious.			Commission is to be
	-				consulted in making
					Recruitment
	(10) 10	. 11	12	13	14
35	One year in the case of	Direct Recruitment / Transfer	Essential Qualifications:	Composition of Selection Committee:	Not applicable
	Direct Recruits	(Absorption)	Graduate from a recognized University/ Institution.	(i) Registrar/Chief Finance Officer :Chairman	riot applicable
,		Falling which by Deputation		in case of HQs and Jt. Director(Admn/Fin)	
	·	t aming million by bepotation	Employees of Central /State Govts, their attached	or equivalent level officer to be nominated	
	•	*, *.	/Subordinate/ Statutory offices/PSUs /Autonomous	by Appointing Authority.	
			Bodies;	LONG TO SOLE	
	·			(II) I WO Officers from the Institute :Member	
			i) Holding analogous post on regular basis	(not below the rank of Dy.Director/ Scientist.)	
- [OR	Engnn'C' to be nominated by Appointing Authority)	
٠. ا		•	ii) Working in P8-1 Rs.5200-20200 with Grade Pay	(iii)Two officers from outside the Institute :Member	•
-			of Rs.1800 and having 02 years regular service in the	(not below the rank of Deputy Director	
Ì			grade with typing speed of of 30 wpm in English or 25	to be nominated by Appointing Authority) from	
		.	wpm in Hindi	relevant field	
-				NB : One of the nominated members must be from	
- 1		$(x_{ij}, x_{ij}, orking knowledge of computers preferably NIELIT	SC/ST category.		
1			'CCC' or higher certification.	Screening Committee: Comprising of 3 members	
				out of the above Selection Committee	Ì
_	***			Topy of the applya Selection Committee	ŀ

^{**} Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

DOEACC Society

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Whathar Salantie		7

ame of the post Number of posts (1) (2) ecutive Director One (2005)	Classification Scale of Pay (3) (4) Group 'A' Rs. 18,400-500-2	Whether Selection or Non-selection (5)	
Whether benefit of added years of service admissible	183, 10,400-300-2.	22,400 N.A.	

	of the Cent	HAI CIVII S	ervice (Pension	Rules, 1972	Age limit for Direct Recruits	Education and other qualifications for direct recruits
0			(0)		55 years (7)	(8)
				•	(Relaxation as per Government of India Rules)	
		1				b) M.Tech./M.E. in the area of Information, Electronic Communications Technology/ Electrical/
						Mechanical/Production/ Industrial Design etc. OR equivalent qualification with 20 years experience of
•			-	ŧ ^r		Electronics, Communications Technology/ Electrics
	<u> </u>					Mechanical/ Production/ Industrial Design etc. OR equivalent with 25 years experience.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees (9) Not applicable	One year in case of direct recruitment	for a tenure not exceeding 5 years or fill date of retirement would be
In ages of wearnit		whichever is earlier.

In case of recruitment by promotion/deputation/ transfer (absorption), grades from which promotion deputation/transfer(absorption) to be made (12)		Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
In case of transfer(absorption)/deputation of officers of the Central/ State Govt./ PSUs/ Autonomous Bodies: i) holding analogous post on regular basis or having 5 years regular service in the scale of pay of Rs. 16400-450-20000.	a) Secretary, DIT - Chairman b) An eminent Scientist/Academician - Member c) Secretary, Deptt. of Education/MHRD - Member d) Addl. Secretary level officer from Govt. Deptt.	Not applicable
ii) Possessing the qualifications prescribed for direct recruitments as in col. 8	e) An outside experts from relevant field - Member	

DOEACC Society.

of the post	Number of posts	Classification	Scale of Pay	Whether Selection or Non-selection
Director *	Eight (2005)	Group 'A' (ET-VI)	Rs. 18,400-500-22,400	N.A. (5)

Rule 30 of the Central C	i years of service	admissible under ion) Rules, 1972	Age limit for Direct Recruits	Education and other qualifications for direct recruits.
	. (6)		(7)	(0)
No		1	50 years (Relaxation as per Government of India Rules)	 a) Ph. D (Engineering/Science) with 10 years experience OR b) M.Tech./M.E. in the area of Information, Electronics, Communications Technology/ Electrical/ Mechanical/Production/ Industrial Design etc. OR equivalent qualification with 15 years experience OR c) B.E./B.Tech/B.Sc. Engg. in the area of Information, Electronics, Communications Technology/ Electricals Mechanical/ Production/ Industrial Design etc. OR

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of post to be filled by various methods
N.A. (9)	(10) One year in case of direct recruitment	(11) Direct recruitment/transfer (absorption) failing which by deputation.

In case of recruitment by promotion/deputation/ transfer (absorption), grades from which promotion/ deputation/transfer(absorption) to be made	If a Departmental Promotion Committee exists what to its composition	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
In case of transfer(absorption)/deputation of officers of the Central/ State Govt./ PSUs/ Autonomous Bodies: i) holding analogous post on regular basis or having 5 years regular service in the scale of pay of Rs. 16400-450-20000. ii) Possessing the qualifications prescribed for direct recruitments as in col. 8	Search-sum-Selection Committee comprising of: a) Secretary, DIT - Chairman b) An eminent Scientist - Member c) Secretary of another scientific department - Member d) An outside expert from relevant field - Member e) ED, DOEACC - Member	Not applicable –

^{*} To be Centre Head

DOEACC Society

Name of Post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruitment	Educational and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08	09
Director	01	'A'	16400-450-20000	Selection	Not applicable	Upto 45 Years (Relaxation as per GOI Rules)	BE/B.Tech./M.Sc/MCA/DOEACC 'B' level or equivalent Degree in the area of Information/Electronics/Computers/ Communications Technology/Electrical/ Mechanical/ Production/Industrial Design with minimum 60% marks from a recognized University/Institution Experience:- 15 years in Industry/ Education / Education related research/management in the area of	Not applicable
							Information/Electronics/ Computers/Communication Technology.	
							OR	
							M.E/M.Tech Degree in the area of Information, Electronics & Communications Technology/ Electrical/Mechanical/production/ Industrial Design with minimum 60% marks from a recognized University/Institution Experience: 12 years in Industry/Education / Education related research/management in the area of Information/Electronics / Communication Technology.	
							OR	
							Ph.D. in Science/Engineering from a recognized University/Institution	
							Experience:- 10 years in the above area (out of the above mentioned experience, atlest 3 years should be in immediate lower scale i.e. Rs. 14,300-18,300 or equivalent).	*

Period of Probation, if any	Methods of recruitment whether by direction or by deputation/transfer and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/deputation/transfer to be made	If a Departmental promotion Committee exits what is composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in the case of Direct Recruitment	By Direct Recruitment on Term Contract basis / deputation.	In case of deputation, officers of the Central/State Government/ other Govt. Bodies: i) holding analogous post on regular basis. OR having 5 years regular service in the scale of pay of Rs.14300-400-18300/- or equivalent level ii) Possessing qualifications as prescribed for Direct Recruitment under Col.8 above and experience in Industry/Education/Education related research/management in the area of Information/Electronics/Communications Technology.	Composition of Selection Committee will be as under:- - Addl. Secretary or : Chairman equivalent level, DIT - Head of the Society : Member - An eminent Scientist or an : Member expert in the relevant field from outside the Society (Not below the level of Joint Secretary, Govt. of India) - An expert in the relevant : Member field from the academic institution (Not below the level of Joint Secretary, Govt. of India) Screening Committee: Comprising of 3 members out of the above Selection Committee	Not applicable

M.I. SIDDIQUI

Registrar

DOEACC Society

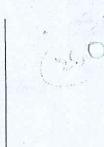
Electronics Niketan
6, CGO Complex,
New Delhi-110003

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DOEACC Society

	e grand data ka			Recru	itment Rules-S&T Offic	ers		
Name of Post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruitment	Educational and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees
01 '	02.	. 03	. 04	05	06	07	08	.09
Chief Controller of Exam.	01	'A'	16400-450-20000	Selection	Not applicable	Upto 45 Years (Relaxation as per GOI Rules)	BE/B.Tech./M.Sc/MCA/DOEACC 'B' level or equivalent Degree in the area of Information/Electronics/Computers/ Communications Technology/Electrical/ Mechanical/ Production/Industrial Design with minimum 60% marks from a recognized University/Institution Experience:- 15 years in Education / Education related research/management in the area of Information/Electronics/ Computers/Communication Technology.	Not applicable
						All the West	OR	
							M.E/M.Tech Degree in the area of Information, Electronics & Communications Technology/ Electrical/Mechanical/production/ Industrial Design with minimum 60% marks from a recognized University/Institution Experience: 12 years in Education / Education related research/management in the area of Information/Electronics / Communication Technology.	
							OR ; Ph.D. in Science/Engineering from a recognized University/Institution	
							Experience:- 10 years in the above area (out of the above mentioned experience, atlest 3 years should be in immediate lower scale i.e. Rs. 14,300-18,300 or equivalent).	/ nd

Desiral	ble: i) Persons naving expenence
	of working in Educationa
	Institutions and conversan
	with conduct/ managemen of examinations.
	ii)Track record of absolute
	integrity and proved ability
	to maintain strice confidentiality.



Period of Probation, if any	Methods of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/deputation/transfer to be made	If a Departmental promotion Committee exits what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10		12	13	14
One year in the case of Direct Recruitment	By Direct Recruitment on Term Contract basis / deputation.	In case of deputation, officers of the Central/State Government/ other Govt. Bodies: i) holding analogous post on regular basis. OR having 5 years regular service in the scale of pay of Rs.14300-400-18300/- or equivalent level ii) Possessing qualifications as prescribed for Direct Recruitment under Col.8 above and experience in Education/Education related research/inanagement in the area of Information/Electronics/Communications Technology. Desirable: Track record of absolute integrity and proved ability to maintain; strict	Composition of Selection Committee will be as under: - Addl. Secretary or ': Chairman equivalent level, DIT - Head of the Society : Member - An eminent Scientist or an : Member expert in the relevant field from outside the Society (Not below the level of Joint Secretary, Govt. of India) - An expert in the relevant : Member field from the academic institution (Not below the level of Joint Secretary, Govt. of India) Screening Committee: Comprising of 3 members out of the above Selection Committee	Not applicable

M.I. SIDDIQUI

Registrar

DOEACC Society

Electronics Niketan

6, CGO Complex

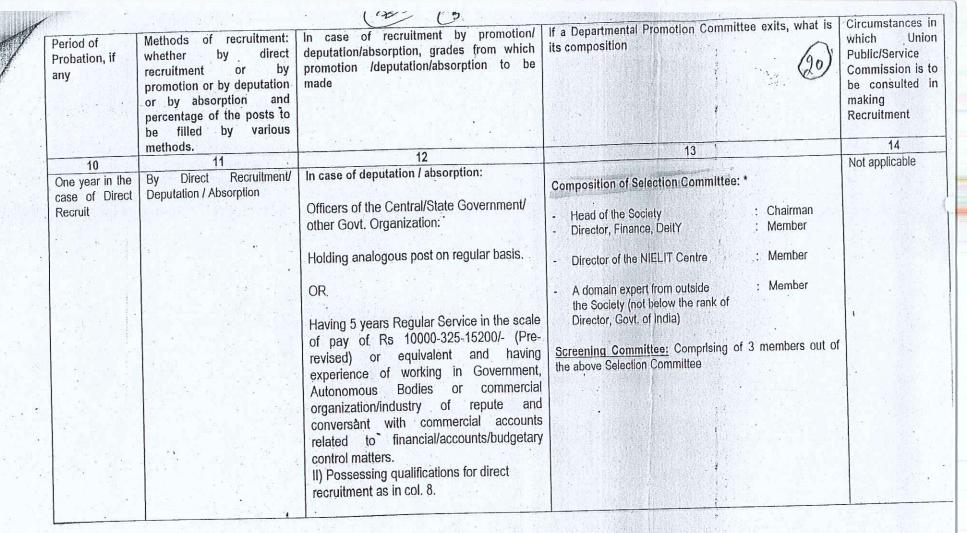
New Delhi-1100

NIELIT

Recruitment Rules- NON-S&T Officers

Name of the post	Number of Posts	Classification -	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08	09
Chief Finance Officer/ Financial Gontroller	02 (2007)	'A'	12,000-375-16500	Selection	Not applicable	Not exceeding 50 years (Relaxation as per GOI Rules)	Degree from a recognized University or equivalent with CA/ICWA/CS/MBA (Finance)/SAS/JAO (Examination conducted by C&AG/CGA Experience: 12 years experience in respect of CA/ICWA/CS/MBA/(Finance) qualified (15 years experience in respect of SAS/JAO qualified and conversant with commercial accounts) related to financial/accounts budgetary control matters in Government, Autonomous Bodies or commercial organization/industry of repute out of which 7 years in supervisory responsible position (atleast 3 years in immediate lower scale of pay of Rs. 10.000-15,200 or equivalent).	Not applicable

Contd....2.



^{*}Amended vide DeitY's communication No. 5(6)/2012-ABCD dated 9th July, 2012.

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Norms for filling up various Administrative/Finance posts for Direct Recruitment and Deputation / Absorption

Direct recruitment	Deputation/Absorption
(Selection Grade) a.) Age: Not exceeding 50 years Post Graduate in any discipline, or Graduate, with PG Diploma in Management. He should have 15 years experience in a responsible position in the field of Personnel Management, Labour Laws. He should have experience of Organising senior level meetings and should be familiar with the govt, functioning, exposure to working of Societies, preparation of budget and related matters.	a.) Persons holding analogues posts in the Ministry of Information Technology/other Ministries/Deptts./Govt. organisations. OR b.) Persons working in the pay scale of Rs. 12;000-16,500/and having 5years experience in the grade & relevant field.
2. REGISTRAR (Scale Rs.12,000-16,500) a.) Age not exceeding 50 years b.) Post Graduate in any discipline, or Graduate with PG Diploma in	a.) Persons holding analogous posts in the Ministry of Information Technology/ other Ministries/ Deptt./ Govt.
Management. He should have 12 years experience in a responsible position in the field of Personnel Management, Financial Management, Labour Laws. He should have experience of organising senior Level meetings and should be familiar with the Govt. functioning, exposure to working of Societies, preparation of budget and related method.	organisations. b) Persons working in the pay scale of Rs. 10,000-15,200/- and having 5 years experience in the grade & relevant field.

- 3. Registrar (Scale Rs. 10,000-15,200/-)
- a) Age not exceeding 50 years

budget and related matters.

- b) Graduate with PG Diploma in Management. He should have 10
- a) Persons holding analogous posts in the Ministry of Information Technology/ other Ministries/ Deptt./ Govt.

DOEACC Society Recruitment Rules

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of Post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruitment	Educational and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes
01	02	03	04	05	06	07	08	09
Hindi Typist (Office Asstt-III)	01 (2008)	Group 'C'	Rs. 3050-75- 3950-80-4590	Selection	Not applicable	18 – 27 years (Relaxations as per Govt. of India norms)	a) Matriculation examination from a recognized Board or University; b) Typing speed 25 w.p.m. in Hindi c) Knowledge of Computer operation. Desirable a) Knowledge of English Typing b) Working experience of 2 years in a S&T organization.	Age: No Essential qualifications: Yes

Period of Probation, if any	Methods of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/deputation/transfer to be made,	If a Departmental promotion Committee exits what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in case of Direct Recruitment.	By promotion failing which by Direct Recruitment on term contract basis/ deputation	For promotion Group 'D' employees who have rendered five years regular service in the grade and possess essential qualifications specified under col. 8 and subject to qualifying the written test to be conducted by the Society/Centre.	Constitution of Selection Committee: 1. Registrar : Chairman 2. Jt. Director (ABC Div., DIT) : Member 3. Jt. Director, Hindi, DIT : Member 4. Two members from outside : Member not below the rank of Section Officer in Govt. of India. Screening Committee: Any two members from the above composition.	Not applicable.

Alshok Verma Adm Otheer II

NIELIT Recruitment Rules- S&T Officers

Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non- Selection	Whether benefit of added years of service admissible under rule 30 of the Central Civil Service (Pension) Rules, 1972)	Age limit for direct recruits	Educational an direct recruits	d other qualifications required for	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07		08	09
Scientist / Engineer- `B'/Assistant Director	151*	Group 'A'	Pay Band & Grade Pay PB 3: 15600-39100+ Grade Pay Rs. 5400		Not applicable	Upto 30 Years (Relaxation as per GOI	Computer Engg and Electronics/Electronics/ Electronics/ Ele equivalent with University/Instit OR b)M.Sc (Electro with First Class Institution Experience:	B.Tech in Computer Science or /Information Technology/ Electrical Engg/ Electronics & Instrumentation ectronics & Communications or First Class from a recognized ution nics/ Applied Electronics /Physics) from a recognized University/	Not applicable

(Scientist 'B'=06, System Analyst=53, /System Engineer=13, Marketing Executive=05, Design Engineer=67, Workshop Supdt.=07)

Period of Probation, if any	Methods of recruitment: whether by direct recruitment or by promotion or by deputation or by absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion/ **deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in the case of Direct Recruit	Direct Recruitment/ Absorption	Employees of Central /State Couts their	(ii) One S&I Officer from DeitY or its :Member Constituent not below the rank of Scientist 'D' to be nominated by Appointing Authority (iii) One Officer not below the rank of Scientist 'D' in NIELIT to be nominated by Appointing Authority (iv)Two outside Experts from the relevant field not below the rank of Director in Govt of India. to be nominated by Appointing Authority.	Not applicable

^{**}Deputation applicable only to employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.

NIELIT Recruitment Rules- S&T Officers

Name of the post	Number of Posts	Classification	Scale of Pay (In Rupees)	Whether Selection or Non-Selection		Age limit for direct recruits	Educational and other qualifications required for direct recruits	Whether age and other educational qualifications prescribed for direct recruits will apply in the case of promotees
Scientist/ Engineer - D/ Joint Director		Group `A'	Pay Band & Grade Pay PB3: 15600-39100 + Grade Pay Rs. 7600	Selection	Not applicable	Upto 40 Years (Relaxation as per GOI Rules)	Essential Qualification: a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics & Instrumentation/ Electronics/ Electronics & Communications, M.Sc (Electronics/ Applied Electronics /Physics) with First Class from a recognized University/ Institution or Equivalent* with First Class from a recognized University/Institution OR b) M.Tech/ME in Computer Science/IT/Electronics & Communications /Electronics or any specialization in CS/IT/EC/ Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent* with First Class from a recognized University/Institution. OR c) PhD in Computer Engg. or Computer Science/ Information Technology/ Electronics, EEE, E&I & Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/ Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent* from a recognized University/Institution Experience: Post qualification experience in relevant field 8 years for a 6 years for c	Not applicable

^{*(}System Manager =03, PDE / Principal Systems Analyst /Scientist 'D'=19)

	or by deputation or by	In case of recruitment by promotion/ *deputation/absorption, grades from which promotion /deputation/absorption to be made	If a Departmental Promotion Committee exits, what is its composition	Circumstances in which Union Public/Service Commission is to be consulted in making Recruitment
10	11	12	13	14
One year in the case of Direct Recruit	Direct Recruitment/ Absorption Failing which by Deputation	Essential Qualifications: BE/B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics & Instrumentation/ Electronics/Electronics & Communications / M.Sc (Electronics/Applied Electronics/Physics) or Equivalent* and having experience in the relevant field Employees of Central /State Govts. their attached /Subordinate/ Statutory offices/PSUs/Autonomous Bodies: i) holding analogous post on regular basis; OR ii) holding post on regular basis in the Grade Pay Rs. 6600/- for 05 years	(ii) Two S&T Officer from DeitY and :Member Its constituents not below the rank of Scientist 'F' (iii) Two outside Experts from the :Member relevant field holding the post in GP of Rs 8900/- & above in Govt of India. to be Nominated by Appointing Authority Out of the above, one member Should be from the Reserved Category (SC/ST)	

^{*}Deputation applicable only two employees of Govt. Organisations such as Autonomous Bodies/PSUs, etc. in whose case there is no requirement of approval of Dept. of Pension and Pensioner's Welfare, Govt. of India for exemption from the rule of permanent absorption.