

An Autonomous Scientific Society under the administrative control of  
Ministry of Electronics & Information Technology (MoE&IT), Government of India  
NIELIT Bhawan, Plot No. 3, PSP Pocket, Sector-8, Dwarka, New Delhi-110077.

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### Terms & Conditions:

1. Applicants are required to go through the Eligibility criteria carefully and ascertain themselves regarding their eligibility. Incumbent will be hired purely on contract basis initially for a period of six months which may be further extended based on performance /requirement. NIELIT reserves the right to terminate the contract anytime without assigning any reason thereof.
2. Interview for the positions shall be held through Online mode the applicants shall ensure availability of Desktop PC/Laptop with Camera & speakers, network connectivity with proper bandwidth. NIELIT shall not be responsible for any disconnection during the interview or the candidate unable to join the Interview, such candidates shall summarily be rejected.
3. A processing fee of Rs. 236/- (Rs. 200/- + GST @18%) is to be deposited in bank account given here under:
  - Bank name: Bank of India
  - Account Holder : NIELIT
  - A/c No. 604820100000012
  - A/c Type : Current Account
  - IFSC Code : BKID0006048
  - MICR Code : 110013052

The details of processing fee payment i.e. transaction no, date, amount is to be filled in offline application form.

4. Scanned Application Forms along with the self-attested scanned copy of documents as mentioned in the application form are required to be sent on email ID [nsqf@nielit.gov.in](mailto:nsqf@nielit.gov.in) on or before 19.05.2023. In case the candidate is applying for more than one position, separate application form for each position has to be submitted. Cut-off date for calculating age and experience shall be as on last date of receipt of applications.

- i) Marksheet of Class X
- ii) Marksheet of Class XII.
- iii) Qualification Degree/Certificate & Final consolidated Mark sheet clearly mentioning aggregate percentage or CGPA as per requirement for the post applied. If in case CGPA is awarded by the University instead of percentage then CGPA to % conversion formula certificate issued by the concerned University is also required.
- iv) Self-attested experience certificates (including the Experience letter from the current place of working)
- v) Last month Pay slip
- vi) Aadhaar Card
- vii) Resume of candidate.

5. Applicants are required to go through the Eligibility criteria carefully and ascertain themselves regarding their eligibility. Interview date shall be intimated through email/SMS or shall be updated on the NIELIT website under Recruitment (<https://nielit.gov.in/recruitments>). Candidates are advised to check the website regularly for any information.
6. In case Interviews are held online, candidates will be required to appear using either Jitsi/Google Meet/Zoom/Cisco Webex/ Microsoft Teams. Candidates are required to download the apps(if needed) and shall be ready to attend the interview as per the time slot given. In case of offline interviews, the venue shall be NIELIT HQs Delhi.
7. The qualification of the candidates must be from a recognized University/Institution.
8. Applicants with last semester result awaited or incomplete degrees are not eligible to apply.
9. Name of the Applicant in application form must be same as mentioned in the certificate of class X. In case the candidate has changed his name subsequent to X, the evidence to that effect should be furnished at the time of interview.
10. Canvassing/trying to influence NIELIT employee to secure the job in any manner shall disqualify the candidate.
11. NIELIT reserves the right not to fill any vacancy advertised NIELIT has the right to accept or reject the application without assigning any reason thereof.
12. The candidate, who will qualify the Interview, will be called for Certificate/Document Verification on or before the joining. Date and time for document verification will be informed through email in due course of time. Any change in submitted physical documents shall lead to cancellation of candidature.
13. A few deserving shortlisted candidates may also be kept in panel for future requirement. It does not entitle the empaneled candidate to claim as right to employment. Candidates may be called as per requirement of NIELIT.
14. Applicants are advised to visit the website of NIELIT <https://nielit.gov.in> for any updates. No common communication shall be made in any other form separately.