

### Important 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. No. of post advertised may vary depending upon requirement. NIELIT reserves the right to terminate the contract anytime without assigning any reason thereof.
2. Walk-in-Interview to the advertised positions shall be held in Offline mode at NIELIT Hqs. NIELIT shall not be responsible for any circumstances due to which the candidate is unable to attend the Interview and candidature of 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 and proof of payment to be attached with the application form.

4. Applicants are required to come with original documents along with a set of self-attested copies of documents and submit the hardcopy of duly filled applications form, processing fee payments receipt directly on 25/08/2023 between 09:00 AM to 11:30 AM.

- 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**

Cut-off date for calculating age and experience shall be 25/08/2023.

**ONLY THOSE APPLICANTS WILL BE ALLOWED TO APPEAR IN THE INTERVIEW WHO WILL REGISTER FOR WALK-IN-INTERVIEW BETWEEN 09:00 AM TO 11:30 AM ON 25 AUGUST, 2023 AND ALSO SUBMIT THE DOCUMENTS MENTIONED ABOVE. IN CASE OF DEFICIENCY IN ANY OF THE ABOVE-MENTIONED DOCUMENTS, THE APPLICATION WILL BE REJECTED AND CANDIDATE WILL NOT BE ALLOWED TO APPEAR IN THE INTERVIEW. NO FURTHER COMMUNICATION IN THIS REGARDS WILL BE ENTERTAINED.**

5. Duly filled offline application, self-attested supporting documents & ONLINE/NEFT/RTGS fee payment receipt should be submitted on 25/08/2023 between 09:00 AM to 11:00 AM in-person by the candidate to the address given below:

**Project Wing**

**National Institute of Electronic & Information Technology (NIELIT)  
NIELIT Bhawan, Plot No. 3, PSP Pocket, Institutional Area  
Sector-8, Dwarka, New Delhi-110077**

6. Interview shall be conducted in Walk-in Mode Offline on 25/08/2023, 01:30 PM onwards at the address mentioned below. Candidates are advised to check the website regularly for any information.

**National Institute of Electronic & Information Technology (NIELIT)  
NIELIT Bhawan, Plot No. 3, PSP Pocket, Institutional Area  
Sector-8, Dwarka, New Delhi-110077**

If there are more no. of applications, NIELIT may conduct interview on the next working day i.e. 26/08/2023 or may conduct written exams set minimum criteria to shortlist the applications.

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.