

National Institute of Electronics and Information Technology (NIELIT)
NIELIT Corporate Office, NBCC Office Complex, Ground Floor, Office Block 3,
Plate - A, East Kidwai Nagar, New Delhi - 110023

DETAILED ADVERTISEMENT

(Advt. No.: NHQ-34015/27/2024-NIELIT)

NIELIT required the following person purely on contract basis on consolidated remuneration initially for a period of one year:-

S. No	Name of the position	Name of the Centre and No. of Position(s)	Eligibility Criteria and Experience	Age Limit	Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]
1.	Consultant (Business Development)	NIELIT Corporate Office 01 (one)	<p>Essential: - Any Graduate</p> <p>Experience: 05 Years of total experience in Coordination/Management preferably in a Govt Organization/Autonomous Body under Govt./PSU.</p> <p><u>Preferable:</u> The candidates holding PhD or Master's shall be preferred.</p> <p>Job description: Key responsibilities include:</p> <ul style="list-style-type: none"> • Organizing Job Fairs and Placement Activities: Manage job fairs and placement services, including liaising with industry partners to ensure effective collaboration and support. • Conference and Event Management: Oversee the planning and execution of the NICE DT Conference and other organizational events, ensuring they are well-coordinated and align with 	Up to 35 Years	Up to Rs. 70,000/- (Rs. Seventy Thousand only) (Depending upon the qualification and experience)

			<p>strategic goals.</p> <ul style="list-style-type: none"> • Negotiating National and International MoUs: Facilitate and finalize agreements with various entities to enhance organizational reach and collaborative efforts. 		
2.	Consultant (International Cooperation)	NIELIT Corporate Office 01 (one)	<p>Essential: - Any Graduate</p> <p>Experience: 05 Years of total experience in Coordination/Management preferably in a Govt Organization/Autonomous Body under Govt./PSU.</p> <p><u>Preferable:</u> The candidates holding PhD or Master's shall be preferred.</p> <p>Job Description:</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> • Coordinate DVET and Various Projects: Oversee initiatives under the Department of Vocational Education and Training and manage various other project engagements to ensure objectives are met efficiently. • Event and Conference Coordination: Plan, organize, and ensure the smooth execution of various institutional events and conferences, managing all aspects from conception to completion. • Facilitate International Cooperation: Develop and handle international partnerships by negotiating and finalizing MoUs with 	Up to 35 Years	Up to Rs. 70,000/- (Rs. Seventy Thousand only) (Depending upon the qualification and experience)

			<p>academic and industry entities, enhancing global engagement.</p> <ul style="list-style-type: none"> • Liaise with Government/State Ministries: Coordinate interactions and collaborations between the institution and various governmental bodies to advance business and project goals. 		
3.	Consultant (Projects)	NIELIT Corporate Office 01 (one)	<p>Essential: - Minimum BE/B.Tech/ME/M.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg./Electronics & Instrumentation/Electronics / Electronics & Communications/Electrical from a recognized University / Institution or Equivalent.</p> <p>Experience: 05 Years of total experience in executing and monitoring of projects.</p> <p><u>Preferable:</u> The candidates holding PhD or M.Tech shall be preferred.</p> <p>Job Description: Key responsibilities include:</p> <ul style="list-style-type: none"> • Project Oversight: Manage and coordinate projects under PM KVS (Prime Minister Kendriya Vidyalaya Sangathan), PM NVS (Prime Minister Navodaya Vidyalaya Samiti), PMKVY (Pradhan Mantri Kaushal Vikas Yojana), DGE (Directorate General of Employment), 	Up to 35 Years	Up to Rs. 70,000/- (Rs. Seventy Thousand only) (Depending upon the qualification and experience)

			and DGR (Directorate General Resettlement). Ensure that all projects comply with their respective objectives and timelines.		
4.	Senior Resource Person (Business Development)	NIELIT Corporate Office 01 (one)	<p>Essential: - Any graduate</p> <p>Experience: Essential: Minimum 3 Years Coordination/Management preferably in a Govt Organization/Autonomous Body under Govt./PSU.</p> <p>Preferable: MBA</p> <p>Job Description:</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> • Training Program Management: Oversee national and international training programs, ensuring alignment with educational and strategic goals. • Event Planning Support: Coordinate logistics for job fairs, conferences, and educational events. • Partnership Development: Manage the preparation and follow-up of MoUs with national and international partners. • Project Assistance: Support senior managers in delivering key projects on time and within objectives. • Stakeholder Communication: Facilitate meetings and maintain relations with educational institutions and government bodies. 	Up to 30 Years	Up to Rs. 50,000/- (Rs. Fifty Thousand only) (Depending upon the qualification and experience)

			<ul style="list-style-type: none"> • Data and Reporting: Handle data collection and reporting, preparing presentations for stakeholders. 		
5.	Consultant (Academics and Skilling)		<p>Essential: - Regular BE/ B. Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/Electronics & Instrumentation/ Electronics / Electronics & Communications from a recognized University / Institution or Equivalent.</p> <p>Or M.Sc. (IT/CS/Electronics/ Applied Electronics/ Physics with first class from a recognized university/ institution)</p> <p>Experience: 5 Years of Post Qualification Experience in academic or skilling-related planning and Management</p> <p>Job Description: Key responsibilities include:</p> <ul style="list-style-type: none"> • Stakeholder Consultation: Engage with industry experts and academic professionals to gather insights for curriculum development and skill alignment. • Technological Advancement Integration: Keep updated with IT and electronics trends to ensure relevance and innovation in academic content and skill programs. • Strategic Academic Planning: Lead the planning 	Up to 35 Years	Up to Rs. 70,000/- (Rs. Seventy Thousand only) (Depending upon the qualification and experience)

			and organization of comprehensive academic and skilling programs, ensuring alignment with organizational goals and industry standards.		
6.	Senior Resource Person (Academics)	NIELIT Corporate Office 01 (one)	<p>Essential: - Regular BE/ B. Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/Electronics & Instrumentation/ Electronics / Electronics & Communications from a recognized University / Institution or Equivalent.</p> <p>Or M.Sc. (IT/CS/Electronics/ Applied Electronics/ Physics with first class from a recognized university/ institution)</p> <p>Experience: 3 Years of Post Qualification Experience in academic or skilling-related planning and Management</p> <p>Job Description: Key responsibilities include:</p> <ul style="list-style-type: none"> • Regulatory Body Coordination: Liaise with regulatory bodies, ensuring compliance and managing communications and operations related to the NSQF. • Documentation Oversight: Oversee the drafting and review of documents related to occupational mapping and job role alignment, ensuring accuracy and relevance of content in both 	Up to 30 Years	Up to Rs. 50,000/- (Rs. Fifty Thousand only) (Depending upon the qualification and experience)

			<p>Hindi and English.</p> <ul style="list-style-type: none"> • Educational Standards Development: Develop and update Qualification Packs (QPs) and National Occupational Standards (NOS) according to NSQF guidelines. 		
7.	Resource Person (Academics)	NIELIT Corporate Office 01 (one)	<p>Essential: - Post-graduation in any discipline</p> <p>Experience: 1 Year of Post Qualification in Skilling or Job portal operations or management.</p> <hr/> <p>Essential: - Graduation in any discipline</p> <p>Experience: 2 Years of Post Qualification in Skilling/Job portal operations or management.</p> <p>Job Description</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> • Skilling Portal Management: Coordinate all activities related to the skilling portal management, ensuring its effective operation and alignment with the organization's skilling objectives. • Stakeholder Management: Co-ordinate with key stakeholders, including educational institutions, industry partners, and regulatory bodies, to enhance collaborative partnerships • Document Management: Support the creation and maintenance of comprehensive documentation for academic standards and qualifications. 	Up to 27 Years	Up to Rs.40,000/- (Depending upon the qualification and experience)