

**National Institute of Electronics and Information Technology (NIELIT)**  
**Dwarka, New Delhi**  
राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान, द्वारका, नई दिल्ली -110077

**DETAILED ADVERTISEMENT**

(Advt. No.: NHQ-12/3/2025-NC (E-3151933))

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

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| <b>1. Name of the Position</b>   | <b>Consultant</b>   |
| <b>No. of Position</b>   | Two (02) Posts  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)   |
| <b>Age Limit</b>   | Up to 40 Years<br><br>Upto 64 Years (as on last date of submission of Application)<br>(Retired Govt. employees upto 64 years of age can apply)<br>(The terms of engagement for retired Govt. employees shall be dealt with in terms of DoE, MoF OM No. 3-25/2020-E.IIIA dated 09 <sup>th</sup> December, 2020, as amended from time to time.)   |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 90,000/- P.M.<br>(Depending upon the qualification and experience)<br><br>In case of persons retired from Govt./ Autonomous Body/ PSU/University etc.<br>i) A fixed monthly amount shall be paid as per the Govt. norms arriving at by deducting the basic pension (gross) from the basic pay drawn at the time of retirement in the case of persons retired from Govt. service.<br>ii) ii) The remuneration in case of officers retired from Autonomous Bodies/Universities and other officers not entitled to pension shall be fixed at 50% of last pay drawn   |
| <b>Eligibility Criteria and Experience</b>                                     | <b>Essential:</b> B. Tech/ B.E. in Computer Science/IT/ Electronics/Electronics & Communications with MBA and 10 Years post qualification experience in electronics/IT/telecommunication/business administration, ICT for Development, Capacity Building and related areas including sound exposure and experience pertaining to project formulation, project implementation, project monitoring/ management, techno-financial/economic analysis, feasibility studies, market surveys, analysis reports, WTO matters, international trade and experience in MIS creation and maintenance. Preference would be given for those having relevant experience in implementation of Government funded projects. |

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|  | <b>Desirable:</b> Retired officer/Scientist/ Academician from the field of Electronics / IT, Experience in Project formulation, handling Government projects - their monitoring and analysis, knowledge of MIS creation and maintenance, Impact Analysis (The candidates may not possess experience in all the indicated domains. Selection shall be made on the basis of best mix available and suiting the job requirements)  |
| <b>Role &amp; Responsibilities</b>   | <ul style="list-style-type: none"> <li>▪ Support to overall coordination/ management of the project activities</li> <li>▪ Liasoning with various stakeholders/nodal agencies</li> <li>▪ Monitoring of technical &amp; financial progress</li> <li>▪ Assist Stakeholders /various Committees (PRSG, AC, CMC, CC), facilitate MOUs between MeitY &amp; IAs; and, organizing review meetings, preparation of minutes, coordinate necessary logistics and facilitate consultations as per terms of reference</li> <li>▪ Support Stakeholders /Committees/IAs in formulation of plans, reports, guidelines, etc.</li> <li>▪ Monitor overall implementation of project activities</li> <li>▪ To create awareness and mobilization of various stakeholders</li> <li>▪ Assist in design, development &amp; deployment of Centralized portal. Creation and maintenance of MIS for capturing Data related to the project</li> <li>▪ Coordinating with 3rd Party for Impact Assessment</li> <li>▪ Any other work related to the Scheme implementation</li> </ul> |
| <b>2. Name of the Position</b>   | <b>Project Coordinator</b>  |
| <b>No. of Position</b>   | One (01) Post at NIELIT HQ  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)   |
| <b>Age Limit</b>   | Up to 40 Years  |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 88,000/- P.M  |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential:</b> M.Tech/ M.E. in Computer Science/IT/ Electronics/Electronics &amp; Communications with 8 years post qualification experience</p> <p>Or</p> <p>B.Tech/ B.E. in Computer Science/IT/ Electronics/Electronics &amp; Communications and 10 Years post qualification experience</p> <p>Or</p> <p>Any other graduate and 11 years post qualification experience.</p> <p>The experience must be in the field of electronics/IT/telecommunication/ business administration, ICT for Development, Capacity Building and related areas including sound exposure and experience pertaining to project formulation, project implementation, project monitoring/management, techno-financial/economic analysis, feasibility studies, analysis reports and experience</p>  |

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|  | <p>in MIS creation and maintenance. Preference would be given for those having relevant experience in implementation of Government funded projects.</p> <p><b>Desirable:</b> officer/Scientist/ Academician from the field of Electronics / IT, Experience in Project formulation, handling Government projects - their monitoring and analysis, knowledge of MIS creation and maintenance, Impact Analysis (The candidates may not possess experience in all the indicated domains. Selection shall be made on the basis of best mix available and suiting the job requirements)</p>   |
| <b>Role &amp; Responsibilities</b>   | <ul style="list-style-type: none"> <li>▪ Support to overall coordination/ management of the project activities</li> <li>▪ Liasoning with various stakeholders/nodal agencies</li> <li>▪ Monitoring of technical &amp; financial progress</li> <li>▪ Assist Stakeholders /various Committees (PRSG, AC, CMC, CC), and organizing review meetings, preparation of minutes, coordinate necessary logistics and facilitate consultations as per terms of reference</li> <li>▪ Support Stakeholders /Committees/IAs in formulation of plans, reports, guidelines, etc.</li> <li>▪ Monitor overall implementation of project activities</li> <li>▪ To create awareness and mobilization of various stakeholders</li> <li>▪ Assist in design, development &amp; deployment of Centralized portal. Creation and maintenance of MIS for capturing Data related to the project</li> <li>▪ Coordinating with 3rd Party for Impact Assessment</li> <li>▪ Any other work related to the Scheme implementation</li> </ul> |
| <b>3. Name of the Position</b>   | <b>Assistant Project Coordinator</b>  |
| <b>No. of Position</b>   | One (01) Post at NIELIT HQ  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)   |
| <b>Age Limit</b>   | Up to 40 Years  |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 77,000/- P.M  |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential:</b> M. Tech/M.E. in Computer Science/IT/ Electronics/Electronics &amp; Communications with 5 years post qualification experience</p> <p>Or</p> <p>B.Tech/ B.E. in Computer Science/IT/ Electronics/Electronics &amp; Communications and 7 Years post qualification experience</p> <p>Or</p> <p>Any other graduate and 8 years post qualification experience.</p> <p><b>Desirable:</b> Experience in handling government projects - their execution, monitoring and analysis. Well versed in use of Office Productivity Tools like Word, Excel and PowerPoint</p>   |

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| <b>4. Name of the Position</b>   | <b>Senior Consultant (VLSI Design)</b>   |
| <b>No. of Position</b>   | 02(Two) for NIELIT CoE (Chip Design), Noida  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)  |
| <b>Age Limit</b>   | Up to 40 Years   |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 80,000/- P.M   |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential: -</b><br/>ME/M.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg./Electronics &amp; Instrumentation /Electronics / Electronics &amp; Communications/Electrical from a recognized University / Institution or Equivalent.</p> <p><b>Experience:</b><br/>5 years of experience in industry or academia</p> <p><b>Job description:</b><br/>Key responsibilities include: Develop and record audio-visual lectures on RTL-to-GDSII design flow, To lead a team of junior engineers, Collaborate on designing VLSI training modules while updating and upgrading the content continuously</p> |
| <b>5. Name of the Position</b>   | <b>Consultant (Business Development)</b>   |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office   |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)  |
| <b>Age Limit</b>   | Up to 40 Years   |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 70,000/- P.M (Depending upon the qualification and experience)   |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential: -</b><br/>Any Graduate</p> <p><b>Experience:</b><br/>05 Years of total experience in Coordination/Management preferably in a Govt Organization/Autonomous Body under Govt./PSU.</p> <p><b>Preferable:</b><br/>The candidates holding PhD or Master's shall be preferred.</p> <p><b>Job description:</b><br/>Key responsibilities include:<br/><b>Organizing Job Fairs and Placement Activities:</b> Manage job fairs and placement services, including liaising with industry partners to ensure effective collaboration and support.</p>   |

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|  | <p><b>Conference and Event Management:</b> Oversee the planning and execution of the NICE DT Conference and other organizational events, ensuring they are well-coordinated and align with strategic goals.</p> <p><b>Negotiating National and International MoUs:</b> Facilitate and finalize agreements with various entities to enhance organizational reach and collaborative efforts.</p>  |
| <b>6. Name of the Position</b>   | <b>Consultant (International Cooperation)</b>   |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)   |
| <b>Age Limit</b>   | Up to 40 Years  |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 70,000/- P.M (Depending upon the qualification and experience)  |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential:</b> -<br/>Any Graduate</p> <p><b>Experience:</b><br/>05 Years of total experience in Coordination/Management preferably in a Govt Organization/Autonomous Body under Govt./PSU.</p> <p><b>Preferable:</b><br/>The candidates holding PhD or Master's shall be preferred.</p> <p><b>Job Description:</b><br/>Key responsibilities include:<br/> <p><b>Coordinate DVET and Various Projects:</b> Oversee initiatives under the Department of Vocational Education and Training and manage various other project engagements to ensure objectives are met efficiently.</p> <p><b>Event and Conference Coordination:</b> Plan, organize, and ensure the smooth execution of various institutional events and conferences, managing all aspects from conception to completion.</p> <p><b>Facilitate International Cooperation:</b> Develop and handle international partnerships by negotiating and finalizing MoUs with academic and industry entities, enhancing global engagement.</p> <p><b>Liaise with Government/State Ministries:</b> Coordinate interactions and collaborations between the institution and various governmental bodies to advance business and project goals.</p> </p> |

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| <b>7. Name of the Position</b>   | <b>Consultant (Projects)</b>   |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office   |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)  |
| <b>Age Limit</b>   | Up to 40 Years   |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 70,000/- P.M (Depending upon the qualification and experience)   |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential: -</b><br/>Minimum BE/B.Tech/ME/M.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg./Electronics &amp; Instrumentation/Electronics / Electronics &amp; Communications/Electrical from a recognized University / Institution or Equivalent.</p> <p><b>Experience:</b><br/>05 Years of total experience in executing and monitoring of projects.</p> <p><b>Preferable:</b><br/>The candidates holding PhD or M.Tech shall be preferred.</p> <p><b>Job Description:</b><br/>Key responsibilities include:<br/><b>Project Oversight:</b> 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), and DGR (Directorate General Resettlement). Ensure that all projects comply with their respective objectives and timelines.</p> |
| <b>8. Name of the Position</b>   | <b>Senior Resource Person (Business Development)</b>   |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office   |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)  |
| <b>Age Limit</b>   | Up to 35 Years   |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 50,000/- P.M (Depending upon the qualification and experience)   |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential: -</b><br/>Any graduate</p> <p><b>Experience:</b><br/><b>Essential:</b> Minimum 2 Years Coordination/Management preferably in a Govt Organization/Autonomous Body under Govt./PSU.</p> <p><b>Job Description:</b><br/>Key responsibilities include:</p>  |

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|  | <p><b>Training Program Management:</b> Oversee national and international training programs, ensuring alignment with educational and strategic goals.</p> <p><b>Event Planning Support:</b> Coordinate logistics for job fairs, conferences, and educational events.</p> <p><b>Partnership Development:</b> Manage the preparation and follow-up of MoUs with national and international partners.</p> <p><b>Project Assistance:</b> Support senior managers in delivering key projects on time and within objectives.</p> <p><b>Stakeholder Communication:</b> Facilitate meetings and maintain relations with educational institutions and government bodies.</p> <p><b>Data and Reporting:</b> Handle data collection and reporting, preparing stakeholder presentations.</p>  |
| <b>9. Name of the Position</b>   | <b>Consultant (Academics and Skilling)</b>  |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)   |
| <b>Age Limit</b>   | Up to 40 Years  |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 70,000/- P.M (Depending upon the qualification and experience)  |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential: -</b><br/>Regular BE/ B. Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/Electronics &amp; Instrumentation/ Electronics / Electronics &amp; Communications from a recognized University / Institution or Equivalent.</p> <p>Or</p> <p>M.Sc. (IT/CS/Electronics/ Applied Electronics/ Physics with first class from a recognized university/ institution)</p> <p><b>Experience:</b><br/>5 Years of Post Qualification Experience in academic or skilling-related planning and Management</p> <p><b>Job Description:</b><br/>Key responsibilities include:</p> <p><b>Stakeholder Consultation:</b> Engage with industry experts and academic professionals to gather insights for curriculum development and skill alignment.</p> <p><b>Technological Advancement Integration:</b> Keep updated with IT and electronics trends to ensure relevance and innovation in academic content and skill programs.</p> |

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|  | <b>Strategic Academic Planning:</b> Lead the planning and organization of comprehensive academic and skilling programs, ensuring alignment with organizational goals and industry standards.  |
| <b>10. Name of the Position</b>  | <b>Senior Resource Person (Academics)</b>   |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office  |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)   |
| <b>Age Limit</b>   | Up to 35 Years  |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 50,000/- P.M (Depending upon the qualification and experience)  |
| <b>Eligibility Criteria and Experience</b>                                     | <p><b>Essential: -</b><br/>Regular BE/ B. Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/Electronics &amp; Instrumentation/ Electronics / Electronics &amp; Communications from a recognized University / Institution or Equivalent.</p> <p>Or<br/>M.Sc. (IT/CS/Electronics/ Applied Electronics/ Physics with first class from a recognized university/ institution)</p> <p><b>Experience:</b><br/>2 Years of Post Qualification Experience in academic or skilling-related planning and Management</p> <p><b>Job Description:</b><br/>Key responsibilities include:<br/><b>Regulatory Body Coordination:</b> Liaise with regulatory bodies, ensuring compliance and managing communications and operations related to the NSQF.<br/><b>Documentation Oversight:</b> Oversee the drafting and review of documents related to occupational mapping and job role alignment, ensuring accuracy and relevance of content in both Hindi and English.<br/><b>Educational Standards Development:</b> Develop and update Qualification Packs (QPs) and National Occupational Standards (NOS) according to NSQF guidelines.</p> |



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| <b>11. Name of the Position</b>  | <b>Resource Person</b>   |
| <b>No. of Position</b>   | 01 (One) for NIELIT Corporate Office   |
| <b>Tenure/ Period</b>  | 1 year (purely on contract basis)  |
| <b>Age Limit</b>   | Up to 32 Years   |
| <b>Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]</b> | Rs. 40,000/- P.M (Depending upon the qualification and experience)   |
| <b>Eligibility Criteria and Experience</b>                                     | <b>Essential: -</b><br>Post-graduation in any discipline<br><b>Experience:</b><br>1 Year of Post Qualification experience.   |
|  | <b>Essential: -</b><br>Graduation in any discipline<br><b>Experience:</b><br>2 Year of Post Qualification experience.  |
|  | <b>Job Description</b><br>Key responsibilities include:<br><b>Stakeholder Management:</b> Co-ordinate with key stakeholders, including educational institutions, industry partners, and regulatory bodies, to enhance collaborative partnerships<br><b>Document Management:</b> Support the creation and maintenance of comprehensive documentation for academic standards and qualifications<br>Management of Data. Reading and grasping reports prepared by Government entities. |

**General Terms & Conditions:**

1. The qualification of candidates must be from Govt. University or Govt. recognized University/ Institutions.
2. Applicants with last semester result awaited or incomplete degrees are not eligible to apply.
3. Cut-off date for calculating age and experience shall be last date of receipt of applications i.e. (last date of receipt of applications). Duly filled offline application with self-attested supporting should reach on or before (last date of receipt of applications) to the address: Registrar, National Institute of Electronics & Information Technology (NIELIT) NIELIT Bhawan, Plot No. 3, PSP Pocket, Institutional Area Sector-8, Dwarka, New Delhi-110077. Applications received after the due date shall be summarily rejected.
4. Non-refundable Registration Fee of Rs. 500/- per position to be deposited through online mode. The Candidates may deposit registration fee in the account of NIELIT in the given Bank account:

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| Name of the office  | National Institute of Electronics and Information Technology, New Delhi |
| Bank Account Number | 604820100000012   |
| Bank Name           | Bank of India   |
| IFSC Code           | BKID0006048   |

5. Applications received without requisite application fee (Rs. 500/-) shall be summarily rejected.
6. NIELIT has the right to accept or reject the application without assigning any reason thereof.
7. Applicants are advised to visit the website of NIELIT <http://nielit.gov.in/recruitments> for any updates.
8. No separate communication shall be made in any other form.
9. The number of vacancy is tentative and liable to change as per the requirement of NIELIT.
10. The Remuneration mentioned above is consolidated salary (CTC). The selected candidate will not be paid any other financial benefits like Medical, HRA, Transport etc. except the consolidated salary.
11. Selection of candidate for appointment to the above mentioned position will be based on the performance of the candidates in the interview and as found eligible as per prescribed criteria.
12. The selected candidate will be engaged purely on contract basis initially for a period of one year, which may be extended depending upon the requirement and performance of the candidate.
13. The offer of appointment for the selected candidate will be subject to verification of original certificates/testimonials at the time of interview and completeness of other formalities.
14. NIELIT will also create a panel for contractual deployment and the candidates will be selected for deployment on contract from the panel as and when required.
15. Only those candidates who deposit requisite registration fee of Rs. 500/-, clear document verification and successful interaction will be empaneled.
16. Empanelment means the shortlisted candidates will be in the panel of NIELIT for one year. They may be deployed in specific Govt. department/ NIELIT as per department requirements purely on contract basis. Mere empanelment does not ensure deployment in any department nor provide any right to candidate to claim for deployment.
17. Empaneled candidates list will valid for one year from the date of result declaration.
18. Candidates will not be entitled to claim any TA/DA for appearing in Interview.
19. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
20. In the case of any legal dispute, the jurisdiction shall be Delhi.

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