

**Detailed Advertisement for Online Interview for
empanelment of manpower on various positions on Contract Basis**

(Advertisement No. NIELIT/HDW/2019/ADM/05 (Vol.ii)/99)

Proposed Qualification, Experience and Consolidated Salary for empanelment of manpower on contract basis, are as under:

Sr. No.	Post Name	Proposed Qualification and Experience	No. of Post	Consolidated Monthly Salary (in Rs.)	Job Description
1.	Faculty (CS/IT)	<p>Ph.D in CS / CSE / Computer Applications OR ME / MTech (CS/IT) / C-Level with minimum 02 years of experience OR BE / BTech (CS/IT) / MCA / B-Level with minimum 04 years of experience OR MSc (CS/IT) with minimum 05 years of experience OR Graduate with A-Level with minimum 05 years of experience OR Graduate with O-Level with minimum 06 years of experience OR BCA / BSc (CS/IT) with minimum 06 years of experience</p> <p>Desirable: Knowledge in any one (or more) Future Skill technologies such as Cybersecurity, Cloud Computing, Data Analytics, Robotic Process Automation (RPA), Data Science and Artificial Intelligence (AI), etc.</p> <p>Max. Age Limit: 45 Years</p>	01	30,000-34,000	<ul style="list-style-type: none"> Teaching, Course Design, Developing learning material / e-Contents and performing other academic related activities Preparation of Training Proposals, Coordination and Management of projects
2.	Faculty (Electronics)	<p>Ph.D in Electronics or its allied branches OR ME / MTech (ECE,EEE,EIE) / MSc (Electronics) with minimum 02 years of experience OR BE / BTech (ECE,EEE,EIE) with minimum 04 years of experience</p> <p>Desirable: Knowledge of VLSI using Verilog/ VHDL, Embedded Systems and IOT</p> <p>Max. Age Limit: 45 Years</p>	01	30,000-34,000	<ul style="list-style-type: none"> To conduct training programs in Embedded Systems/ IoT / ESDM, etc. Course Design, Developing learning material/e-Contents and performing other academic related activities Preparation of Training Proposals, Coordination and

					Management of projects
3.	Resource Person (Accounts & Admin)	<p>M.Com with Tally Certificate and working knowledge of TDS, GST, Income Tax and MS-Office with minimum 6 years of experience</p> <p>OR</p> <p>B.Com with Tally Certificate and working knowledge of TDS, GST, Income Tax and MS-Office with minimum 8 years of experience</p> <p>Desirable: Knowledge in Personnel and Administration, establishment and procurement through GeM and CPP Portal, Conversant with Govt. of India rules and regulations</p> <p>Max. Age Limit: 45 Years</p>	01	30,000-34,000	<ul style="list-style-type: none"> • Preparation of Tender documents, Agreements, MoUs, etc. • Assist in Accounts and Admin activities • Managing Facility Management projects
4.	Programmer	<p>BE / BTech (CS/IT) / MCA / B-Level / MSc (CS/IT) with minimum 02 years of experience</p> <p>OR</p> <p>Graduate with A-Level with minimum 02 years of experience</p> <p>OR</p> <p>Graduate with O-Level with minimum 03 years of experience</p> <p>OR</p> <p>BCA / BSc (CS/IT) with minimum 03 years of experience</p> <p>Desirable: Must have knowledge of web application development using WAMP (Windows, Apache, MySQL and PHP), HTML / DHTML, CSS, Javascript, Bootstrap, AngularJS, JQuery etc.</p> <p>Max. Age Limit: 40 Years</p>	01	26,000-30,000	<ul style="list-style-type: none"> • Development of MIS • Maintenance of Website • Development of student registration portal of the Centre • Installation, Configuration and Management of Web Server
5.	Jr. Project Associate	<p>BCA / BSc (CS / IT)</p> <p>OR</p> <p>Graduate in any discipline with O-Level / PGDCA</p> <p>OR</p> <p>Graduate in any discipline with CCC certification</p> <p>Desirable: Good Communication Skills with excellent working knowledge of MS-Office and Internet. Must have knowledge of Hindi/ English typing</p> <p>Max. Age Limit: 35 Years</p>	01	12,000-16,000	<ul style="list-style-type: none"> • Assist in various ongoing projects • Assist in training and exam related activities of the office

NOTE:

1. O-Level in above table indicates O Level from NIELIT (DOEACC) only.
2. The Max. Age Limit in above table indicates maximum age as on 31-07-2021.

INSTRUCTIONS FOR CANDIDATES

1. Interested candidates may fill up the Online Application Form after reading these instructions carefully. Online Application Form is available at: <http://nielit.gov.in/haridwar/content/current-recruitment>.
2. The last date of application is **17-08-2021 (till 05:00 PM)**. Incomplete applications will be summarily rejected and no request of fee refund will be entertained in this regard. Mere fulfilling the essential qualification/experience does not guarantee empanelment.
3. Candidates applying for more than one post shall submit separate application form for each post along with prescribed fee for each post separately.
4. Application fee of Rs. 500/- per application for General/OBC candidates and Rs. 250/- per application for SC/ST/PWD candidates shall be submitted through online mode in the following account:

Account Name: **NIELIT Haridwar**

Account Number: **12922122001331**

IFSC Code: **PUNB0129210**

Bank Name: **Punjab National Bank**

Branch Address: **Pentagon Mall, Sector-12, SIDCUL, Haridwar**

Kindly note the Reference/UTR number for further online application submission process. Application Fee once paid is non-refundable and non-transferable in any case. Fee through any other mode like DD, Pay order, Cheque, Challan, etc. will not be accepted.

5. Successful submission of application will be considered only after receipt of prescribed fees. NIELIT Haridwar shall not be responsible for any broken transaction during online payment process.
6. Candidates are required to upload self-attested copies of the following documents/certificates with the Application form to be submitted:-
 - a) Caste certificate (SC/ST), if applicable.
 - b) Matriculation/10th Class certificate showing Date of Birth.
 - c) Degree/Certificates of essential qualification which makes him/her eligible for applying for the post applied.
 - d) Degree certificate of higher educational qualifications, if any.
 - e) Requisite experience certificate(s) clearly mentioning the starting and ending dates of employment, which makes him/her eligible for applying for the post.
 - f) Copy of Aadhaar Card or any other ID card issued by Government

In case a candidate is not in possession of a Degree Certificate, he/she must upload self-attested copies of DMCs (Detailed mark sheets and certificate) of all the semesters/years relating to that degree. Non-submission of above documents may lead to cancellation/rejection of the Application Form/Candidature.

7. Any request for change of particulars like name, father's name, address etc. will not be entertained at a later stage after the submission of the Application Form.
8. The name of the candidate in the application form must be the same as mentioned in the certificate of class X. In case the candidate has changed his name subsequent to Class X, the evidence to that effect should be furnished at the time of interview.
9. NIELIT Haridwar will shortlist the candidates on the basis of the merit of their marks obtained in the qualifying Degrees/Diploma and will upload list along with schedule of online interview on the website of NIELIT Haridwar. Candidates must check the website regularly for any updates.
10. Applications are subject to further scrutiny at any point of time during the period of contract. At any time, if any document, statement or any other information submitted by the candidate is found to be false/suppressed/wrong/incorrect as per the selection/eligibility criteria, the contract of the candidate will be terminated with immediate effect and legal proceedings may be initiated against the candidate by NIELIT Haridwar.
11. The Candidate should have an arrangement of PC/laptop using meeting software such as Google Meet etc. and proper Internet Facility for appearing in online interview. The candidate must also ensure that

there should be no person nearby helping him/her while online interview is in process. If at any time, it is found so, the interview may be cancelled and he/she will be debarred from the selection process. Details regarding online interview through Video Conferencing will be sent through email only.

12. NIELIT Haridwar reserves rights to conduct second round of interview (online/offline) or formal interaction with the client department if need arises.
13. Only those candidates who are shortlisted after the online interview will be empanelled for deployment on any project/department or at NIELIT Haridwar Centre, purely on contract basis, initially for a period of one year (which may be further extended based on requirements/performance of the candidate) or upto their contract period with the client department or as decided by NIELIT Haridwar. *NIELIT does not guarantee to deploy all shortlisted candidates from panel.*
14. **Empanelment means the shortlisted candidates will be in the panel of NIELIT Haridwar for three years. They may be deployed on projects in the Govt. departments/NIELIT Haridwar as per department requirements purely on contract basis. Mere empanelment does not ensure deployment in any department.** The deployment of the empanelled candidate on any project or in any department is subject to his/her suitability during the formal interaction which may be conducted by user department.
15. No TA/DA will be provided to candidates for appearing for the Interview/ Document Verification/formal interaction with client department etc.
16. Candidates must be willing to travel to any place outside their place of posting as part of their job. They may be required to work on shift/ rotational basis as per department requirement.
17. The qualification of the candidates must be from recognized University/Institution.
18. Selected candidates will not be paid any other financial benefits like Medical, HRA and Transport etc. except consolidated salary.
19. Candidates with last semester result awaited or incomplete degrees are not eligible to apply.
20. Candidates must produce at least one original Photo ID proof and all original Mark sheets/ degrees/ testimonials/ post qualification experience certificates (including the Experience letter of the current place of working)/ one passport size photo and their SELF ATTESTED photocopies for verification purpose before posting.
21. NIELIT Haridwar reserves the right to modify, postpone or cancel this empanelment process at any time without any notice and without assigning any reason thereof.
22. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
23. NIELIT Haridwar has the right to accept or reject the application without assigning any reason thereof.
24. The applicants are advised to visit the website of NIELIT Haridwar Centre **<http://nielit.gov.in/haridwar>** regularly for schedule of interview, result of candidates shortlisted for selection or any other update. No separate communication shall be made in any other form.
25. The manpower selected shall not claim for the regularization against this Advertisement/ Selection/Contractual engagement.
26. In case of any dispute, decision of the competent authority of NIELIT Haridwar will be final.

Sd/-

Administrative Officer