

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)
National Institute of Electronics and Information Technology (NIELIT)
(An ISO 9001: 2015 Certified Organisation)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार
Ministry of Electronics and Information Technology, Government of India

Ref. No. A-12/11/2021-Administrator/7202/610


Dated: 14.06.2023

OFFICE MEMORANDUM

The Competent Authority in NIELIT has approved the Recruitment Rules for the following posts is hereby notified:

S.No.	Name of the Post	Pay Level
01	Technical Officer	Level-7 in the pay Matrix [Rs. 44900-142400]
02	Sr. Technical Assistant (Civil)	Level-06 in the pay matrix [Rs. 35400-112400]
03	Sr. Technical Assistant (Store)	Level-06 in the pay matrix [Rs. 35400-112400]
04	Driver	Level-2 in the pay matrix [Rs. 19900-63200]
05	Multi-Tasking Staff	Level-1 in the pay matrix [Rs. 18000-56900]
06	Sr. Assistant	Level-06 in the pay matrix [Rs. 35400-112400]
07	Library Assistant	Level-2 in the pay matrix [Rs. 19900-63200]
08	Electrician	Level-2 in the pay matrix [Rs. 19900-63200]
09	Private Secretary	Level-07 in the Pay Matrix [Rs. 44900-142400]
10	Personnel Assistant	Level-06 in the Pay Matrix [Rs.35400-112400]
11	Deputy Manager [Data Base]	Level-07 in the pay matrix [Rs. 44900-142400]
12	Workshop Superintendent	Level-10 in the Pay Matrix [Rs. 56100-177500]

- 2) This issues with the approval of the Competent Authority.


[R.P. PANDEY]
Registrar

Copy to:

- 1) Executive Director/Director/Director-Incharge, all NIELIT Centres
- 2) IT wing –for uploading on website
- 3) Concerned File

Copy also for information please:

- 1) Director General, NIELIT.

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Technical Officer	05* (2022) (subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-07 in the pay matrix (Rs. 44900-142400)	Not applicable	Not exceeding 35 Years Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time. Note 2: The crucial date of determining the age shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).	Essential Qualification: a) 3 Years full time B.Sc. Electronics & Communication/ Electronics/ Electrical/ Computer Science/ Information Technology. b) 3 Years full time BCA in Computer Science/ Information Technology/ Computer Application from a recognized University/ Institution. c) DOEACC 'A' level (with Mathematics as a subject at 10+2). d) 3 years full time Diploma in Electronics & Communication / Electronics/ Electrical/ Computer Science/ Information Technology (with Mathematics as a subject at 10+2) from a recognized Institution. Experience: Post qualification relevant experience 7 Years for all the above qualifications Note: Any higher qualification in the above discipline will also be eligible for the post along with requisite experience as mentioned above.

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption/ Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure up to the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 03 years' regular service in Pay Scale of Level 06 in the Pay Matrix (Rs. 35400-112400) in the Parent Cadre or Department.</p> <p>AND</p> <p>(b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation/ Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/ Director of NIELIT : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One S&T Officer from NIELIT not below the rank of Scientist 'D' to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Scientist 'D' from the relevant field to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Sr. Technical Assistant (Civil)	04* (2022) (subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-06 in the pay matrix (Rs. 35400-112400)	Not applicable	Not exceeding 35 Years Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time. Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).	Essential Qualification: 03 Years full time Diploma in Civil Engineering <i>with 05 years post qualification experience in the relevant area.</i> Note: Any higher qualification in the above discipline will also be eligible for the post along with requisite experience as mentioned above.



Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis;</p> <p>OR</p> <p>With 03 years' regular service in Pay Scale of Level 05 in the Pay Matrix (Rs. 29200-92300) in the Parent Cadre or Department.</p> <p>AND</p> <p>(b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One S&T Officer from NIELIT not below the rank of Scientist 'D' to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Scientist 'D' from the relevant field to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Sr. Technical Assistant (Store)	02* (2022) (subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-06 in the pay matrix (Rs. 35400-112400)	Not applicable	<p>Not exceeding 32 Years</p> <p>Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time.</p> <p>Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).</p>	<p>Essential Qualification:</p> <p>1) Bachelor Degree from a recognized University and either Diploma in material management or 03 years' experience <i>in handling stores or record keeping in a concerned of repute in public or private sector in handling and keeping accounts of electrical, electronics and IT related items.</i></p> <p>2) NIELIT 'CCC' or higher certification.</p> <p>Note: Any higher qualification in the above discipline will also be eligible for the post along with requisite experience as mentioned above.</p>

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i) By Direct Recruitment / Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii) By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 03 years' regular service in Pay Scale of Level 05 in the Pay Matrix (Rs. 29200-92300) in the Parent Cadre or Department.</p> <p>AND</p> <p>(b) Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT Centre : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One S&T Officer from NIELIT not below the rank of Scientist 'D' to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Scientist 'D' from the relevant field to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Driver	04* (2022) (subject to variation depended on workload)	Equivalent to Group 'C' post in the Central Government	Level-2 in the pay matrix (Rs. 19900-63200)	Not applicable	Not exceeding 27 Years Note: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).	Essential Qualification: (i) Possession of a valid driving license for motor car; (ii) Experience of driving a motor car for at least three years; (iii) Pass in 10 th Standard from recognized board; and (iv) To pass the Trade Test specified by the Government.



Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits or re-employed	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>Promotion/Deputation/Absorption: From amongst the regular MTS staff (Group C) and Group C employees in Pay Band 1 Rs.5200-20200 Grade pay Rs.1800/- in NIELIT and other Govt. organizations who possess valid Driving License for Motor Cars on the basis of Driving Test to assess the competence to drive Motor Cars failing regular Group C employees in Pay Band 1 Rs.5200-20200 Grade Pay Rs.1800/- in other Ministries of the Central Government who fulfill the necessary qualifications as mentioned in Column 7.</p> <p>Deputation/re-employment for Armed Forces Personnel:</p> <p>The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter they may be continued on re-employment.</p> <p>Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization /Department of the Central government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation / absorption shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/ Director of NIELIT Centre (Officer not below the Pay Matrix Level 13A) : Chairman</p> <p>(ii) One Non S&T Officer from NIELIT not below the rank of Asstt. Director to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Assistant Director to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Multi Tasking Staff#	64*(2022) (subject to variation depended on workload)	Equivalent to Group 'C' post in the Central Government	Level-1 in the pay matrix (Rs. 18000-56900)	Not applicable	Not exceeding 27 Years Note: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).	Essential Qualification: a) 10 th class pass from a recognized Board. b) NIELIT 'CCC' Note: Any higher qualification in the above discipline will also be eligible for the post.

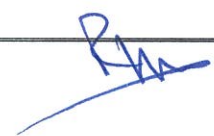
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Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	100% by Direct Recruitment	Not Applicable	Composition of confirmation Committee* Comprising of: (i) Executive Director/Director of NIELIT Centre or to be nominated by Appointing Authority (Officer not below the Pay Matrix Level 13A) : Chairman (ii) One Non S&T Officer from NIELIT not below the rank of Asstt. Director to be nominated by Appointing Authority : Member (iii) One outside expert not below the rank of Asstt. Director to be nominated by Appointing Authority. : Member *Committee to be constituted by the Appointing Authority	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Sr. Assistant	15*(2022) (subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-06 in the pay matrix (Rs. 35400-112400)	Not applicable	<p>Not exceeding 32 Years</p> <p>Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time.</p> <p>Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).</p>	<p>Essential Qualification:</p> <p>a) Graduate from a recognized University/Institution with 03 years' experience in the area of office administration.</p> <p>b) NIELIT CCC or higher certification</p> <p>Note: Any higher qualification in the above discipline will also be eligible for the post alongwith requisite experience as mentioned above.</p>

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 05 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 03 years' regular service in Pay Scale of Level 05 in the Pay Matrix (Rs. 29200-92300) in the Parent Cadre or Department.</p> <p>AND</p> <p>(b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT Centre : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One Non S&T Officer from NIELIT not below the rank of Deputy Director to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Deputy Director from the relevant field to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable



NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Library Assistant	03*(2022) (subject to variation depended on workload)	Equivalent to Group 'C' post in the Central Government	Level-2 in the pay matrix (Rs. 19900-63200)	Not applicable	Not exceeding 27 Years Note: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).	Essential Qualification: a) <i>Bachelor Degree with Diploma in Library Science from a recognized Institution</i> b) NIELIT 'CCC' or higher certification

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Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; AND (b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT Centre : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One Non S&T Officer from NIELIT not below the rank of Deputy Director to be nominated by Appointing Authority</p> <p>(iii) One outside expert not below the rank of Deputy Director to be nominated by Appointing Authority.</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable



NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)


Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Electrician	06* (2022) (subject to variation depended on workload)	Equivalent to Group 'C' post in the Central Government	Level-2 in the pay matrix (Rs. 19900-63200)	Not applicable	Not Exceeding 27 Years Note: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).	Essential Qualification: (i)ITI certificate in Electrician trade from any Central/State Govt. approved Training Institute with 2 years' experience. Note: Any higher qualification in the above discipline will also be eligible for the post alongwith requisite experience as mentioned above.

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 01 years' regular service in Pay Scale of Level 01 in the Pay Matrix (Rs. 18000-56900) in the Parent Cadre or Department.</p> <p>AND</p> <p>(b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT Centre : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One S&T Officer from NIELIT not below the rank of Scientist 'B' to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Scientist 'B' to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Private Secretary	01* (2022) (subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-07 in the Pay Matrix (Rs. 44900-142400)	Not applicable	<p>Not exceeding 35 Years</p> <p>Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoFTs instructions issued from time to time.</p> <p>Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).</p>	<p>Essential Qualification:</p> <p>a) Graduate from a recognized University /Institution with 5 years' experience in the relevant field.</p> <p>b) NIELIT 'CCC' or higher certification.</p> <p>c) Skill Test Norms: Dictation- 7 Minutes@ 100wpm Transcription-45 Minutes English or 60 Minutes Hindi on a computer</p>

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 03 years' regular service in Pay Scale of Level 06 in the Pay Matrix (Rs. 35400-112400) in the Parent Cadre or Department. AND (b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT Centre : Chairman (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One Non S&T Officer from NIELIT not below the rank of Deputy Director to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Deputy Director to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable



NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Personnel Assistant	04* (2020) (Subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-06 in the Pay Matrix (Rs.35400-112400)	Not applicable	<p>Not exceeding 30 Years</p> <p>Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time.</p> <p>Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).</p>	<p>Essential Qualification:</p> <p>a) Graduate from a recognized University /Institution with 3 years experience in the relevant field.</p> <p>b) NIELIT 'CCC' or higher certification.</p> <p>c) Skill Test Norms: Dictation- 7 Minutes@ 100wpm Transcription-45 Minutes English or 60 Minutes Hindi on a computer</p>

Continue Page No.2.

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i)By Direct Recruitment /Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii)By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 03 years' regular service in Pay Scale of Level 04 in the Pay Matrix (Rs. 25500-81100) in the Parent Cadre or Department. AND (b)Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT : Chairman Centre (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One Non S&T Officer from NIELIT not below the rank of Deputy Director to be nominated by Appointing Authority</p> <p>(iii) One outside expert not below the rank of Deputy Director to be nominated by Appointing Authority.</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

Name of the Post	Number of Post	Classification	Level in the Pay Matrix	Whether Selection post or Non-Selection Post	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Deputy Manager (Data Base)	01* (2022) (subject to variation depended on workload)	Equivalent to Group 'B' post in the Central Government	Level-07 in the pay matrix (Rs. 44900-142400)	Not applicable	<p>Not exceeding 35 Years</p> <p>Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time.</p> <p>Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).</p>	<p>Essential Qualification:</p> <p>a) 3 Years full time B.Sc. Computer Science / Information Technology.</p> <p>b) 3 Years full time BCA in Computer Science/ Information Technology/Computer Application from a recognized University/ Institution.</p> <p>c) DOEACC 'A' level (with Mathematics as a subject at 10+2).</p> <p>d) 3 years full time Diploma in Computer Science /Information Technology (with Mathematics as a subject at 10+2) from a recognized Institution.</p> <p>Experience: Post qualification relevant experience: <u>7 Years</u> for all above qualifications.</p> <p>Note: Any higher qualification in the above discipline will also be eligible for the post with requisite experience as mentioned above.</p>

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Absorption and Percentage of vacancies to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Absorption grades from which Promotion / Deputation / absorption to be made	If a Departmental Promotion Committee exists, what is its composition (Composition of Selection Committee)	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
Not applicable	2 years in the case of Direct Recruits	<p>Direct Recruitment / Absorption / Deputation (including short term contract)</p> <p>i) By Direct Recruitment / Absorption</p> <p>Tenure upto the age of superannuation</p> <p>ii) By Deputation (including short term contract)</p> <p>Tenure initially for 03 years which may be extendable as per GoI guidelines.</p>	<p>In case of recruitment by Deputation / Absorption, Officers of the Central Government or State Government or Public Sector Undertaking or Autonomous Bodies:</p> <p>(a) holding analogous post on regular basis; OR With 03 years' regular service in Pay Scale of Level 06 in the Pay Matrix (Rs. 35400-112400) in the Parent Cadre or Department.</p> <p>AND</p> <p>(b) Possessing the qualifications and experience prescribed for Direct Recruits.</p> <p>Note 1: Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed five years.</p> <p>Note 2: The maximum age limit for appointment by Deputation / Deputation (including short term contract) shall not be exceeding 56 years as on the closing date for receipt of applications.</p> <p>Note 3: The maximum age limit for appointment by Absorption basis shall not exceed 56 years as on the closing date for receipt of applications</p>	<p>Composition of confirmation Committee* Comprising of:</p> <p>(i) Executive Director/Director of NIELIT : Chairman Centre (Officer not below the Pay Matrix Level 13A)</p> <p>(ii) One S&T Officer from NIELIT not below the rank of Scientist 'D' to be nominated by Appointing Authority : Member</p> <p>(iii) One outside expert not below the rank of Scientist 'D' from the relevant field to be nominated by Appointing Authority. : Member</p> <p>*Committee to be constituted by the Appointing Authority</p>	Not applicable



NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)
RECRUITMENT RULES-GROUP 'A' S&T OFFICERS

Name of the Post	Number of Posts	Classification	Scale of Pay	Whether Selection or Non-Selection	Age Limit for Direct Recruits	Educational and Other Qualifications required for Direct Recruits
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Workshop Superintendent	2* (2022) (subject to variation depended on workload)	Equivalent to Group 'A' post in the Central Government	Level-10 (Rs. 56100-177500) in the Pay Matrix as per 7CPC (Pre-revised PB-3; Rs. 15600-39100+Grade Pay Rs.5400/-)	Not Applicable	<p>Upto 35 Years</p> <p>Note 1: Age relaxation to be given to Government Servants would be governed in accordance with DoPTs instructions issued from time to time.</p> <p>Note 2: The crucial date of determining the age limited shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those residing in remote areas such as Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland Tripura, Sikkim, Union Territory of Ladakh, Lahaul and Spiti District and Pangi Sub-Division Chamba District of Himachal Pradesh, the Union Territory of Andaman Nicobar Islands or the Union Territory of Lakshadweep).</p>	<p>Essential Qualification: Bachelor degree in Engineering or Bachelor degree in Technology (B.E./B.Tech.) or Associate Member of Institute of Engineers (AMIE) in the field of Mechanical Engineering.</p> <p>Experience: 5 Years for B.E./B.Tech 3 Years for M.E./M.Tech</p>

Whether age and Educational Qualifications prescribed for Direct Recruits will apply in the case of Promotions	Period of probation, if any	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation / Transfer (Absorption) and Percentage of posts to be filled by various methods.	In case of Recruitment by Promotion / Deputation / Transfer (Absorption), grades from which Promotion / Deputation / Transfer (Absorption) to be made	If a Departmental Promotion Committee exists, what is the composition thereof	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.
(8)	(9)	(10)	(11)	(12)	(13)
No	Two years in case of Direct Recruitment	(a) Direct Recruitment (b) Absorption or Deputation (including short-term contract)	<p>For Transfer (Absorption) or Deputation ; Essential Qualifications: The Scientists or Technologists working in Central Government or State Government or Universities or Recognized Research Institutions or Semi Government, Statutory or Autonomous Organization in India or abroad may be recruited on absorption or deputation (including short-term contract) basis subject to fulfilment of the following conditions, namely:-</p> <p>(i) The Scientists or Technologists possess minimum educational qualifications and experience as specified in column No.7.</p> <p>(ii) The Scientists or Technologists should be holding a post analogous to the post applied for or having the experience with 08 years' service in a post in level-8 (Rs.47600-151100) in the pay matrix or equivalent.</p> <p>(iii) The period of deputation, including the period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in same or some other Organization or Department of the Central Government, shall ordinarily not exceed three years, which may extended further with the approval of the Central Government.</p> <p>(iv) The Departmental candidates in the feeder category, who are in the direct line of in-situ promotion under Flexible Complementing Scheme or any other Scientific and Technical Personnel Policy in vogue shall not be eligible for consideration for appointment on deputation except for the ex-cadre post for which they are not the feeder grade officers, and similarly deputationist shall not be eligible for consideration for in-situ promotion under Flexible Complementing Scheme or any other Scientific and Technical Personnel Policy in vogue.</p> <p>(v) The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.</p>	<p>Composition of Selection Committee Comprising of:</p> <p>(i) Director General, NIELIT : Chairman (ii) One S&T Officer from MeitY or its constituent bodies not below the rank of Scientist 'E' : Member (iii) One Officer not below the rank of Scientist 'E' in NIELIT to be nominated by Appointing Authority : Member (iv) Two outside Experts from the relevant field not below the rank of Director in Govt. of India to be nominated by Appointing Authority : Member</p> <p>Out of the nominated members one member should be from the (SC/ ST) Category</p> <p>Screening Committee: The screening committee for Direct Recruitment or absorption or deputation shall consist of a three members out of the above Selection Committee shall be nominated by Appointing Authority and the authority to accept the recommendation of the Screening Committee shall be Appointing Authority.</p>	Not applicable