



National Institute of Electronics and Information Technology, Haridwar
(under Ministry of Electronics & Information Technology, Govt of India)
2nd Floor, Government Polytechnic Building, Plot No-6C, Sector-11,
Near Pentagon Mall, SIDCUL, Haridwar, Uttarakhand - 249403

Walk-in-Interview for the following position on Contract Basis

Walk-in-Interview Date: 07-08-2022(Sunday)

Reporting Time: 10.00 A.M.-01:00 P.M.

(Advt. No. NIELIT/HDW/2019/ADM/05 (Vol.iii)/137)

Details of Qualification, Experience and Emoluments for empanelment of manpower

S. No.	Name of Post(s) and Number Of Post(s)	Essential Qualification and Experience	Consolidated Monthly Salary (in Rs.)	Age Limit as on date of advertisement	Place of Posting
1.	Junior Graphics Designer, (01 No.)	10+2 with Diploma in Visual effects and Post Production Experience: Minimum 05 years working experience as Video Editor	30,000/-	upto 45 years	Mussoorie

NOTE:

The Age Limit in above table indicates maximum age as on **31-07-2022**.

INSTRUCTIONS FOR CANDIDATES

1. Application fee of Rs. 500/- per application for General/OBC candidates and Rs. 250/- per application for SC/ST/PWD candidates shall be submitted by Debit Card or through DD in favour of “NIELIT Haridwar” payable at “Haridwar”
2. Candidates are required to bring 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) Marksheet(s) and Certificate(s) 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.
 - g) Resume/Curriculum-Vitae

In case a candidate is not in possession of a Degree/Certificate, he/she must bring self-attested copies of DMCs (Detailed Marksheet(s) and Certificate(s)) of all the semesters/years relating to that degree. Non-submission of above documents may lead to cancellation/rejection of the Application Form/Candidature. Candidates with last semester result awaited or incomplete degrees/diplomas are not eligible to apply.

3. Applicants are required to submit the filled Application Form along with the documents on the day of interview between **10:00 AM to 01:00 PM** at NIELIT Haridwar Centre. Only after successful submission of the Application Form, the candidate may appear for interview.
4. Selection of candidates for appointment to the above mentioned positions will be based on the performance of the candidates in the walk-in-interview and as found eligible as per prescribed criteria
5. Only those candidates who are shortlisted after the Walk-in-Interview will be empanelled for deployment on nay project/department or at NIELIT Haridwar Centre, purely on contract basis initially for a period of six months (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 Haridwar does not guarantee to deploy all shortlisted candidates from the panel.
6. Empanelment means that 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.
7. 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.
8. Candidates will not be entitled to claim any TA/DA for appearing in Walk-in Interview.
9. Application fee once paid is non-refundable and non-transferable in any case. Applicants, in their own interest, should check their eligibility for the said post before coming for Walk-in-Interview and remitting application fee.

10. 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.
11. Selected candidates will not be paid any other financial benefits like Medical, HRA and Transport etc. except consolidated salary.
12. 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.
13. 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.
14. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
15. NIELIT Haridwar has the right to accept or reject the application without assigning any reason thereof.
16. NIELIT reserves right to conduct written test or skill test for screening of the candidates before interview, if felt necessary.
17. The applicants are advised to visit the website of NIELIT Haridwar Centre “<https://nielit.gov.in/haridwar>” regularly for result of candidates shortlisted for empanelment or any other update. No separate communication shall be made in any other form.
18. All correspondence will be made through e-mails only and as such the candidates must regularly check their e-mail ids and the website <http://nielit.gov.in/haridwar>.
19. Withdrawal of candidature on account of ‘non furnishing of any information’ or ‘furnishing of wrong information’ will not confer any right to carry forward or retain the candidature for future recruitment.
20. The selected manpower shall not claim for the regularization against this Advertisement/ Selection/Contractual engagement.
21. In case of any dispute, decision of the competent authority of NIELIT Haridwar will be final.

Sd/-

Administrative Officer