National Institute of Electronics and Information Technology
NIELIT Bhawan,
Plot No. 3, PSP Pocket, Sector-8,
Dwarka, New Delhi-110077

Interview for Hiring of Manpower on contract basis

Terms & Conditions:

1. Incumbent will be hired purely on contract basis initially for a period of one year which may be further extended based on performance and requirement. No. of post advertised may vary depending upon requirement.

2. Interview to the advertised positions shall be held in **Online/Offline mode**. Applicants shall ensure availability of Desktop PC/Laptop with Camera & speakers, network connectivity with proper bandwidth, apps like Google Meet/Jitsi/Zoom/Cisco Webex is downloaded and operational on their Desktop PC/laptops. **NIELIT shall not be responsible for any disconnection during the interview or the candidate unable to join the Interview, such candidates shall summarily be rejected.**

3. **Online application should be submitted and application form & related supporting documents should be mailed to acad-recruit@nielit.gov.in on or before 5th Feb. 2021.** Applicants are required to go through the Eligibility criteria carefully and ascertain themselves regarding their eligibility. **Interview date shall be intimated through email/SMS or shall be updated on the NIELIT website under Recruitment (https://nielit.gov.in/recruitments)** . Candidates are advised to check the website regularly for any information. **Candidates will be required to appear in an Online Interview using either Jitsi/Google Meet/Zoom/Cisco Webex. Candidates are required to download the apps and shall be ready to attend the interview as per the time slot given**. If there is more no. of applications NIELIT may conduct written exam or set minimum criteria to shortlist the applications.

4. Applicants are required to submit the duly filled application form along with the following scanned documents/testimonials through email to **acad-recruit@nielit.gov.in** on or before **5th Feb. 2021:**
   i)   **Passport Size Photograph of candidate.**
   ii)   **Marksheet of Class Xth.**
   iii)   **Marksheet of Class Xth.**
   iv)   **Qualification Degree/Certificate as per requirement for the post applied.**
   v)   **Self-attested experience certificates (including the Experience letter from the current place of working)**
   vi)   **Last month Payslip**
   vii)   **Bank Statement of last three months showing salary credited.**
   viii) **Aadhaar Card**
   ix)   **Resume of candidate.**

   The application form along with all scanned supporting documents must be mailed in Zip file with name **Post applied_Your name_Date of application** to **acad-recruit@nielit.gov.in** on or before **5th Feb. 2021.** Cut-off date for calculating age and experience shall be **5th Feb. 2021**. Only those applications will be accepted for further process for which the documents mentioned above will be received in NIELIT on or before 5th Feb. 2021.

5. The qualification of the candidates must be from a recognized University/Institution.

6. Applicants with last semester result awaited or incomplete degrees are not eligible to apply.

7. Name of the Applicant in application form must be same as mentioned in the certificate of class X. In case the candidate has changed his name subsequent to X, the evidence to that effect should be furnished at the time of interview.

8. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.

9. NIELIT has the right to accept or reject the application without assigning any reason thereof.

10. The candidate(s), who will qualify the Interview, will be called for Certificate/Document Verification. Date and time for document verification will be informed through email in due course of time. Any change in uploaded documents and physical documents shall lead to cancellation of candidature.

11. A few deserving shortlisted candidates may also be kept in panel for future requirement. It does not entitle the empanelled candidate to claim as right to employment. Candidates may be called as per requirement of NIELIT.

12. Applicants are advised to visit the website of NIELIT **https://nielit.gov.in** for any updates. No common communication shall be made in any other form separately.