National Institute of Electronics and Information Technology (NIELIT)
An Autonomous Scientific Society of Department of Electronics and Information Technology(DeitY)
Ministry of Communications and Information Technology, Government of India
Electronics Niketan, 6 , CGO Complex, New Delhi - 110003 , India
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Website:www.nielit.in

RECRUITMENT NOTICE

(Advertisement Number:1(50)/2013-NIELIT)   **(Website: http://www.nielit.in)**

National Institute of Electronics and Information Technology (NIELIT) (erstwhile DOEACC Society) is an organization under Department of Electronics and Information Technology (DeitY), Ministry of Communications and Information Technology, Govt. of India, engaged in human resource development and related activities like skill development, capacity building, project execution in the areas of Information Technology, Electronics, ESDM, e-Governance, cyber crime etc. It is engaged in formal and non-formal education in the above areas beside project execution. It is also one of the National execution bodies, which accredits institutions/organizations for conducting courses in IT and Electronics in non-formal sector.

NIELIT is growing at a fast speed and at present, has Centres in 29 cities i.e. Agartala, Aizawl, Ajmer, Aurangabad, Calicut, Chandigarh, Chennai, Chuchuyimlang, Churachandpur, Delhi, Gangtok, Gorakhpur, Guwahati, Itangar, Patna, Srinagar, Imphal, Jammu, Jorhat, Kohima, Kolkata, Leh, Lucknow, Lunglei, Tezpur, Senapati, Shillong, Shimla and Silchar with the Head Quarters at Delhi; and is also coming up with new Centres in Ropar, Srikakulam and other cities. The emphasis of NIELIT is to provide skill development and capacity building matching the industrial requirement and in association with industrial associations like Telecom Sector Skill Council, Electronics Sector Skill Council, NASSCOM, National Skill Development Council etc.

NIELIT is looking for suitable, qualified, experienced and dynamic personnel for the various posts for its Headquarter at New Delhi and Centres spread all over the country. To select the suitable candidates for all the posts, OMR based -Written Exam followed by personal interviews for all the post will be conducted at various centres throughout the nation. The Examination Syllabus is available on the URL http://recruitment.nielit.in.

Candidates are, therefore, advised to go through this advertisement in detail for determining their eligibility as per specified criteria for each post, instructions, selection procedure, mode of examination and debarment rules etc. before applying. Please note that last date for submission of applications online is 17.04.2014 (12.00 PM). The age and the eligibility with regard to essential qualification and experience will be calculated in all respects by 17.04.2014. Applications are invited from eligible and qualified Indian Citizens for the posts listed below:

Sl No	Name of Post	No. of posts	Scale of pay	Name of centre	UR	SC	ST	OBC	PH	Educational/Professional Qualification and Experience	Age Limit	Mode of recruitment.	In case of recruitment by promotion/ *deputation/ absorption, grades from which promotion/deputation/ absorption to be made.
1	Scientist -'D'	3	PB-3 : Rs.15600 -39100/- GP Rs.7600/-	Chennai	1	-	-	-	-	**Essential Qualification:** a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics & Instrumentation/ Electronics/ Electronics & Communications or Equivalent** with First Class from	Upto 40 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** BE/B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics & Instrumentation/ Electronics / Electronics & Communications or Equivalent** and having experience in the relevant field
				Chandi-garh	1	-	-	-	-				
				Gangtok	1	-	-	-	-				

a recognized University/Institution

OR

b) M.Tech/ME in Computer Science/IT/Electronics & Communications/Electronics or any specialization in CS/IT/EC/ Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent** with First Class from a recognized University/Institution.

OR

c) PhD in Computer Engg. or Computer Science/ Information Technology/ Electronics, EEE, E&I & Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/ Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent** from a recognized University/Institution

Experience:
Post qualification experience in relevant field
8 years for a
6 years for b
4 years for c

i) holding analogous post on regular basis;

OR

ii) holding post on regular basis in the Grade Pay Rs. 6600/- for 05 years

2	Scientist -'C'	6	PB-3 : Rs.15600 -39100/- GP Rs.6600/-	Auranga-bad	1	-	-	1	-	a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications or Equivalent** with First Class from a recognized University/Institution **OR** b) M.Tech/ME in Computer Science/IT/Electronics & Communications/Electronics or any specialization in CS/IT/EC/Electronics like VLSI	Upto 35 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** BE/B.Tech. in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications or Equivalent** and having experience in the relevant field i) holding analogous post on regular basis; **OR** ii)holding post on regular basis in the following Grade Pay: i) Grade Pay Rs. 5400/- : 05
				Aizawl	1	-	-	-	-				
				Guwahati	0	-	-	-	-				
				Shilong	1	-	-	-	-				
				Itanagar	2	-	-	-	-				

										Essential qualification (continued)			
										Design, Information Security, Embedded System Design, Software Engineering, AI, Networking etc or Equivalent** with First Class from a recognized University/Institution. **OR** c) PhD in Computer Engg. or Computer Science/ Information Technology/ Electronics, EEE, E&I & Communications/ Electronics and its allied fields like Agriculture Electronics, Opto Electronics, Power Electronics, Consumer Electronics etc. or any specialization in CS/IT/EC/Electronics like VLSI Design, Software Engineering, AI, Networking or Equivalent** from a recognized University/Institution **Experience:** Post qualification experience in relevant field 4 years for a 2 years for b NIL year for c			years **OR** ii) Grade Pay Rs. 4800 : 06 years
3	Scientist-'C' (Marketing)	1	PB-3 : Rs.15600 -39100/- GP Rs.6600/-	HQ	1	-	-	-	-	**Essential qualification** a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electronics/ Electronics & Communications/Electrical and Electronics Engg/ Electronics &Instrumentation/ or Equivalent** with First Class from a recognized University/Institution followed by an MBA (Marketing) degree with first class from a recognized University/Institution **OR** b) M.Tech/ME in Computer Science/ IT/Electronics & Communications/ Electronics EEE, E&I, or any specialization in CS/IT/EC/Electronics like VLSI Design, Information Security, Embedded System Design, Software Engineering, AI,	Upto 45 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electronics/ Electronics & Communications/ Electrical and Electronics Engg/ Electronics &Instrumentation/ or equivalent** having experience in the relevant field i) holding analogous post on regular basis; **OR** ii) holding post on regular basis in the following Grade Pay: i) Grade Pay Rs. 5400/- : 05 years **OR** ii) Grade Pay Rs. 4800 : 06 years

Sl	Post	Total	Pay Band	Location						Essential Qualifications (Direct Recruitment)	Age	Mode of Recruitment	Essential Qualifications (Deputation)
										Networking etc or equivalent** with First Class from a recognized University/Institution and MBA (Marketing) degree with first class from a recognized University/ Institution **Experience** Post qualification experience in the relevant field 03 years for (a) 01 years for (b)			
4	Scientist-'B'	18	PB-3 : Rs.15600 -39100/- GP Rs.5400/-	Chennai	1	-	-	1	-	a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics &Instrumentation /Electronics/ Electronics & Communications or equivalent** with First Class from a recognized University/Institution **OR** b) MCA with B.Sc(Mathematics)/ NIELIT `B' Level with Science or Mathematics background or equivalent** with First Class from a recognized University/Institution. **OR** c) M.Sc in Mathematics or Physics or equivalent** with First Class from a recognized University/Institution **Experience:** Post qualification experience in relevant field Nil for a 1 year for (b) & (c)	Upto 30 Years (Relaxation as per GOI Rules)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** BE/B.Tech. in Computer Science or Computer Engg./Information Technology/Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications or equivalent** and having experience in the relevant field i) holding analogous post on regular basis; **OR** ii) holding post on regular basis in the following Grade Pay: i) Grade Pay Rs. 4800/- : 02 years **OR** ii) Grade Pay Rs. 4600 : 03 years
				Kohima	1	-	-	-	-				
				Auranga-bad	2	-	-	1	1(VH)				
				Calicut	-	-	-	1	-				
				Aizawl	1	-	-	1	-				
				Ajmer	1	-	-	-	-				
				Jammu & Srinagar	2	-	-	-	-				
				Chandi-garh	3	1	-	1	-				
				Guwahati	0	-	-	-	-				
				Gorakh-pur	1	-	-	-	1(HH)				
5	Technical Officer	4	PB-2: Rs.9300-34800/- GP Rs.4600/-	Kohima	2	-	-	-	-	**Essential Qualifications:** a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications or equivalent** with First Class from a recognized University/Institution **OR**	Upto 30 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** B.Sc from a recognized University /Institution with DOEACC 'O' Level/BCA/1st Class 3 year Diploma in Computer Sc/ IT/ Electronics. i) holding analogous post on regular basis; **OR** ii) Officers holding post on regular basis in the Grade Pay Rs. 4200/-
				Kolkata	2	-	-	-	-				

#	Post	No.	Pay Band	Location						Essential Qualifications (Direct)	Age	Mode	Essential Qualifications (Deputation)
										b) M.Sc. in Computer Science /Information Technology/Electronics with First Class from a recognized University/Institution. **OR** c) MCA (B.Sc. with Mathematics as a subject /BCA with Mathematics at 10+2)OR **OR** d) DOEACC 'B' Level with 'B' Grade and above with Mathematics as a subject at 10+2 **OR** e) 1st Class Diploma (3 years full time) in Computer Sc./IT/Electronics **Experience** Post qualification relevant experience NIL for (a) 01 year for (b), (c) & (d) 05 years for (e)			and having 03 years experience in the grade Experience in Industry /Education /Education related research /management in the area of Information /Electronics /Computers/ Communications Technology or other related areas in case of both (i) & (ii) above.
6	Sr. Technical Assistant	16	PB-2: Rs.9300-34800/- GP Rs.4200/-	Calicut	-	-	-	1	-	**Essential Qualifications:** a) Regular BE/ B.Tech in Computer Science or Computer Engg./Information Technology/ Electrical and Electronics Engg/ Electronics &Instrumentation/ Electronics/ Electronics & Communications or equivalent** with First Class from a recognized University/Institution. **OR** b) M.Sc. in Computer Science /Information Technology/Electronics with First Class from a recognized University/Institution. **OR** c) MCA (preceded by B.Sc. with Mathematics as a subject /BCA with Mathematics at 10+2) with 60% marks. OR d) DOEACC 'B' Level with 60% marks and above with Mathematics as a subject at 10+2. **OR** e) 1st Class Diploma (3 years full	Upto 30 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** B.Sc from a recognized University /Institution with DOEACC 'O' Level /BCA/ 1st Class 3 year Diploma in Computer Sc. /IT/ Electronics i) holding analogous post on regular basis; **OR** ii) Working in PB1: 5200-20200 with GP Rs.2,800/- and having 3 years regular service in the grade. **OR** iii) Working in PB1: 5200-20200 with GP Rs.2,400/- and having 6 years regular service in the grade. Experience in Industry /Education /Education related research /management in the area of Information /Electronics /Computers/ Communications Technology or other related areas in case of both (i) (ii) & (iii) above.
				Aizawl	1	-	-	-	-				
				Kolkata	1	-	-	-	-				
				Gorakh-pur	1	-	-	-	-				
				Shilong	1	-	-	-	-				
				Patna	1	-	-	-	-				
				Agartala	2	-	-	1	1(OH)				
				Aurangabad	4	-	-	-	1(HH)				
				Ajmer	1	-	-	-	-				
				Chandigarh	1	-	-	1	1(HH)				

Sl. No.	Post	No.	Pay Band	Place						Essential Qualifications / Experience	Age	Mode of Recruitment	Essential Qualifications (Transfer/Deputation/Absorption)
										time) in Computer Sc. /IT/Electronics/Electronics and Communication/ Electrical and Electronics **Experience** Post qualification relevant experience NIL for (a) 01 year for (b), (c) & (d) 05 years for (e)			
7	Technical Assistant	4	PB-1: Rs.5200-20200/- GP Rs.2400/-	Chennai	2	-	-	-		**Essential Qualifications:** a) Bachelor's Degree in Science/BCA from a recognized University/Institution with 60% marks in the relevant field. **OR** b) 1st Class Diploma (3 years full time) in Computer Sc./IT/Electronics/ Electronics and Communication/ Electrical and Electronics **Experience** Post qualification relevant experience in Govt./PSUs/ Autonomous Bodies/Industry of repute. 1 year for (a) 2 years for (b)	Upto 27 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Absorption Failing which by Deputation	**Essential Qualifications:** B.Sc from a recognized University /Institution with DOEACC 'O' Level/BCA/1st Class 3 year Diploma in Computer Sc. /IT/Electronics. having experience in the relevant field i) holding analogous post on regular basis; **OR** ii) Working in PB1: 5200-20200/- with GP Rs.1900/- and having 5 years regular service in the grade
				Chandi-garh	-	1	-	-	-				
				Jammu & Srinagar	1	-	-	-	-				
8	Jr. Technical Assistant	2	PB-1: Rs.5200-20200/- GP Rs.1900/-	Agartala	2	-	-	-		**Essential Qualifications:** a) B.Sc./BCA from a recognized University / Institution with 60% marks.**OR** b) Graduate in any discipline from a recognized University / Institution with 60% marks having successfully completed NIELIT `O' Level Certificate Course.**OR** b) 1st Class Diploma (3 years full time) in Computer Sc./IT/Electronics/ Electronics and Communication/ Electrical and Electronics with 60% marks **Experience** Post qualification relevant experience Nil for (a) 1 year for (b)	Upto 27 Years (Relaxation as per GOI Rules / Norms)	Direct Recruitment/ Absorption Failing which by Deputation	**For Transfer (Absorption): Essential Qualifications:** B.Sc from a recognized University /Institution with DOEACC 'O' Level/BCA/ 1st Class 3 years Diploma in Computer Sc. /IT/ Electronics. and having experience in the relevant field i) holding analogous post on regular basis; **OR** ii) Working in PB1: 5200-20200 with GP Rs.1900/- and having 5 years regular service in the grade

Sl.	Post	No.	Pay Band	Location						Essential Qualifications (Direct)	Age	Mode of Recruitment	Essential Qualifications (Transfer/Deputation)
9	Assistant (Accounts)	2	PB-1: Rs.5200-20200/- GP Rs.2400/-	Gorakhpur	1	-	-	-	-	**Essential Qualifications:** Graduate in Commerce from a recognized University/Institution with 60 % marks. Should also have working knowledge of computer preferably NIELIT 'CCC' or higher **Desirable:** NIELIT 'O' Level Certificate course	Upto 27 Years (Relaxation as per GOI Rules/Norms)	Direct Recruitment / Transfer (absorption) Failing which by Deputation	**Essential Qualifications**: Graduate from a recognized University /Institution with Computer knowledge preferably CCC or higher certificate. i) holding analogous post on regular basis; **OR** iii) holding a post in PB 1: 5200-20200 with GP Rs.1900/- with minimum 5 years of regular service in the grade and having experience of dealing with matters related to Finance / Accounts / Budgeting/ Audit.
				Patna	1	-	-	-	-				
10	Assistant	5	PB-1: Rs.5200-20200/- GP Rs.2400/-	Chandigarh		-	-	1	-	**Essential Qualifications:** First Class Graduate from a recognised university or equivalent** with Working knowledge of computers preferably NIELIT 'CCC' or higher certification. **Experience** -01 years post qualification experience in the relevant field **Desirable:** NIELIT 'O' Level Certificate course	Upto 27 Years (Relaxation as per GOI Rules/Norms)	Direct Recruitment / Transfer (absorption) Failing which by Deputation	**Essential Qualifications**: Graduate from a recognized University /Institution with Computer knowledge preferably CCC or higher certificate and having experience in the relevant field. i) Holding analogous post on regular basis **OR** ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1900 and having 5 years regular service in the grade **Desirable:** NIELIT 'O' Level Certificate course
				HQ	2	-	-	2	-				
11	Jr. Assistant	15	PB-1: Rs.5200-20200/- GP Rs.1900/-	Agartala	1	-	-	-	-	**Essential Qualifications:** First Class Graduate from a recognized University/Institution with typing speed of 30 wpm in English or 25 wpm in Hindi with Working knowledge of computers preferably NIELIT 'CCC' or higher certification. **Desirable:** NIELIT 'O' Level Certificate Course	Upto 27 Years (Relaxation as per GOI Rules/Norms)	Direct Recruitment / Transfer (absorption) Failing which by Deputation	**Essential Qualifications**: Graduate from a recognized University/ Institution. i) Holding analogous post on regular basis **OR** ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1800 and having 02 years regular service in the grade with typing speed of 30 wpm in English or 25 wpm in Hindi Working knowledge of computers preferably NIELIT 'CCC' or higher certification.
				Aurangabad	3	-	-	-	1(VH)				
				Chandigarh	1	-	-	-	1(HH)				
				Shillong	1	-	-	-	-				
				Patna	2	-	-	-	-				
				Ajmer	3	-	-	-	-				
				HQ	2	-	1	-	-				
				Jammu & Srinagar	1	-	-	-	-				

12	Stenographer	6	PB-1: Rs.5200-20200/- GP Rs.2400/-	Agartala	2	-	-	-	-	**Essential Qualifications:** First Class Graduate from a recognized University/Institution with shorthand speed of 100/80 wpm in English/ Hindi and Working knowledge of computers preferably NIELIT 'CCC' or higher certification. **Desirable:** i) Working experience of 02 years in similar S&T organization. ii) NIELIT 'O' Level Certificate Course.	Upto 27 Years (Relaxation as per GOI Rules/Norms)	Direct Recruitment / Transfer (absorption) Failing which by Deputation	**Essential Qualifications:** Graduate from a recognized University/ Institution, having experience in the relevant field and Working knowledge of computers preferably NIELIT 'CCC' or higher certification. i) Holding analogous post on regular basis **OR** ii) Working in PB-1 Rs.5200-20200 with Grade Pay of Rs.1900 and having 05 years regular service in the grade with shorthand speed of 100/80 wpm in English/Hindi **Desirable:** i) Working experience of 02 years in similar S&T organization. ii) NIELIT 'O' Level Certificate Course.
				Aurangabad	1	-	-	-	-				
				Chandigarh	1	-	-	-	-				
				Gorakhpur	1	-	-	-	-				
				Ajmer	1	-	-	-	-				

* Deputation applicable only to employees of govt. organisations such as autonomous bodies, PSUs etc. in whose case there is no requirement of approval of DP&PW, GOI for exemption from the rule of permanent absorption.

** Term "equivalent" means equivalent in terms of level of qualification as well as discipline.

*** The name of the Centre indicated in the Table above is indicative only and the persons selected can be posted in any Centre. In any case the term of appointment in NIELIT carries a liability to be posted anywhere in India or abroad as per the requirement of the Organisation as per rules in force from time to time.

1. *UR-Unreserved, OH-Orthopedically Handicapped, HH-Hearing Handicapped, VH – Visually Handicapped, PH-Physically Handicapped, PWD-Persons with Disabilities*

The upper age limit in respect of SC, ST, OBC, Persons with Disabilities and other special categories of persons shall be relaxable as per Govt. Rules and orders issued by the Central Govt. from time to time. The current relaxation is as under:

SC/ST	OBC	Persons with Disabilities		
		General	SC/ST	OBC
5 years	3 years	10 years	15 years	13 years

- The upper age limit in respect of the candidates already working on regular basis in Government, the Ex-servicemen and other special categories of persons are relaxable in accordance with the orders issued by the Central Government, from time to time, in this regard.

2. **APPLICATION FEES**

The application fees shall be charged as per following details:

Sr. No.	Grade Pay	Category	
		SC/ST/PWD/ Women	General and All others
1.	Rs. 5400/- and above	Rs.400/- per application	Rs.800/- per application
2.	Rs. 4600/- and below	Rs.300/- per application	Rs.600/- per application

Note:

a. The fee will be collected through online payment mode via application software only. Any processing charges towards the same plus service tax, if any, will have to be borne by the

candidate. **Fee through any other mode like Demand draft, Pay Order, Cheque or Challan will not be accepted.**

b. Application fee once paid is non-refundable. Applicants, in their own interest, should check their eligibility for specific post before remitting the application fee.

c. Applicants applying for more than one post should remit the application fee separately for each post giving reference of each post applied for against this Advertisement.

3. DATE/TIME SLOT AND DURATION OF EXAMINATION

a. Candidate can apply for the above posts by depositing separate fee for each post and submitting the application for each post separately.

b. The written examinations for all the posts are tentatively scheduled to be held in May/June, 2014. However, the exact dates will be notified in the NIELIT website shortly.

4. CHOICE OF EXAMINATION CITY

The examination shall be conducted in the cities listed in the table below. However, in case sufficient number of candidates do not opt for a particular centre / city NIELIT shall have the right to allocate any Centre.

1. Agartala	2. Ahmedabad	3 Aizawl	4. Ajmer
5. Aurangabad (Maharashtra)	6. Bengaluru	7. Bhopal	8. Calicut (Kerala)
9. Chandigarh	10. Chennai	11. Delhi	12. Gangtok
13. Gorakhpur	14. Guwahati	15. Imphal	16. Itanagar
17. Kolkata	18. Kohima	19. Patna	20. Shillong
21. Srinagar	22. Jammu		

Note: Candidates should indicate three (03) choices for cities / centres from the above mentioned cities for written examination in the appropriate column of the online Application form. No change of Centre will be permissible at a later date. NIELIT, for administrative reasons, however, reserves the right to direct the candidate to appear for Written Test at any City other than the one chosen by the candidate.

5. SELECTION PROCESS

a. The final selection of candidates for appointment to the above mentioned posts will be based on the performance of the candidates in the written examination, skill test (wherever applicable) and in interview and found eligible as per prescribed criteria:

- Written examination will comprise of objective type questions.
- Candidates who have qualified the written examination will be called for interview and verification of requisite documents will also be done at the time of the interview.
- The weightage of marks for written examination and interview will be in the ratio of 85:15.

b. Every Question will carry 1 mark and there will be negative marking of 0.25 for each wrong answer.

c. Only the shortlisted candidates who have qualified in the written examination will be called for Skill Test (wherever applicable) and interview. The candidates failing to qualify skill test shall not be called for interview. Skill test will be a qualifying test only.

6. HOW TO APPLY

Eligible applicants would be required to apply *Online ONLY*. No other means/mode of applications will be accepted. **They are required to have valid e-mail identification. The candidate willing to apply for more than one post should submit separate application for each post.** The Applicants are advised to read the Instructions for Online Submission of Applications carefully and then proceed further. Procedure for filling up of applications online is briefed below:

Step 1: Go to the URL (**http://www.nielit.in/**) and click the link "**NIELIT RECRUITMENTS**" on top right corner of the page. In order to apply for posts click the link "**Apply for posts in NIELIT**".

Step 2: Click on Fee Payment Link. Enter the details like Name, Mobile No., Caste or Community, Date of Birth etc.

Step 3: Upon submitting the form, candidate will be taken to the Online Payment Gateway for deposit of the requisite fees (non-refundable). (The amount of fee to be paid will appear on the screen.)

Step 4: A journal number will be generated against the transaction. Candidate in his/ her own interest should take a printout of the

journal no. for future reference. After payment of Fee the Candidate will fill the rest of the format of Application.

Step 5: Affix your recent Colour Passport Size Photograph (of size 3.5 cms X 4.5 cms) on a White Paper and then sign in a box of 3.5 cm X 1.5 cm below the photograph with Black Pen. Scan the above Photo and Signature and Upload in the appropriate space provided (JPG Format of size not more than 50 KB) in Application Form.

Step 6: Check the Application before clicking the "Submit" button.

Step 7: Take the printout of acknowledgement slip bearing a reference number that should be referred to in all future correspondence with Recruitment Agency in connection with the recruitment process.

Note: For any problems related to Online submission and downloading of Hall-Tickets please contact **(011) 24392108** or mail to **recruitment@nielit.gov.in**.

Rules Governing Application Submission

- The particulars furnished by the applicant in the online application form will be taken as final.
- Before uploading/submitting application form, the candidates should carefully ensure his/her eligibility for the post applied for. No relevant column of the application form should be left blank, otherwise application form is liable for rejection.
- Incomplete/incorrect application form will be summarily rejected.

7. ACTION AGAINST MISCONDUCT

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered of, fabricated and should not suppress any material information. A candidate is liable to be prosecuted for misconduct if during or at any stage of recruitment, or after joining he/she has been found guilty of

a. Using unfair means during the examination.

b. Impersonating or procuring impersonation by any person.

c. Misbehaving in the examination hall or taking away question booklet/answer sheet from the examination hall.

d. Resorting to any irregular means in connection with his/her candidature during selection process

e. Obtaining support for his/her candidature by any means Such candidates in addition to rendering himself/herself liable to criminal prosecution may also be liable to be:

(i) Disqualified from the examination hall

(ii) Debarred either permanently or for a specified period from any examination/recruitment to be conducted by NIELIT.

8. IMPORTANT INSTRUCTIONS/INFORMATION

General Instructions

i. Only applicants willing to serve anywhere in India should apply.

ii. The applicants are required to go through this advertisement carefully and ascertain themselves regarding their eligibility before applying online.

iii. Hand written/Typed/Photostat copies/printed application form will not be entertained.

iv. The name in the application form must be the same as mentioned in the certificate of class Xth. In case the candidate has changed his name subsequent to Xth the evidence to that effect should be submitted at the time of interview.

v. Withdrawal of candidature on account of non furnishing of any information will not confer any right to carry forward or retain the candidature for future recruitment.

vi. The candidates must note that his/her admission to written test/issue of call letter for interviews is strictly provisional without verification of age/qualification/category of candidate with reference to documents. These would be verified only at the interview stage.

vii. Any request for change of address will not be entertained.

viii. The Hall Ticket/Admit Card will be issued online only and has to be downloaded and printed by the candidate.

For Written Examination

i. Candidates will appear for the written examination at the allotted centres at their expenses & risks and the NIELIT will not be responsible for any injury/ losses etc. of any nature caused to them.

ii. The candidates should go through the instructions given on the cover page of test booklet and carefully write his/her Registration Number, Subject / Subject Code, Booklet Series, Name of the Examination Centre etc., in the Answer Sheet, which will be provided to him/her in the examination hall.

iii. The Question Paper will be in Hindi and English only.

iv. Answers should be marked by Ball Point Pen (Blue/Black) only. Use of Pencil / Ink Pen / Gel Pen is not permitted in this examination.

v. The candidates should satisfy the Invigilator of his/her identity with reference to the signature and photographs available on the Hall Ticket. Candidates are requested to carry a photo identity proof (such as Driving Licence, Voter I Card, Bank Pass Book, PAN Card, Aadhaar Card etc.) to the Examination Centre.

vi. The candidates should take their seats at least 20 minutes before the commencement of the examination.

vii. Use of electronics devices like mobile phone, calculator etc. is not permitted. Loaning and interchanging of articles among the candidates is not permitted in the examination hall. The materials like log table, book, notebook etc. is not allowed in the examination hall.

viii. No candidate, without special permission of the Superintendent or Invigilator, should leave his/her seat.

For Correspondence

i. Candidates are advised to remain in touch with websites **www.nielit.in** *(and centres websites)*for updated information till the conduct of the recruitment examination and final selection.

ii. All correspondence related to Common Recruitment Examination should be addressed at the given below address:

The Registrar,
NIELIT,
Electronics Niketan Building,
CGO Complex, Lodhi Road,
New Delhi 110 003

Note: The reference number printed on the computer generated Confirmation Page must be mentioned in all such correspondences. It is, therefore, essential to note down the application number printed on the Confirmation Page.

Legal Provisions Governing the Recruitment Process

i. Caste Certificates for Scheduled Castes/Tribes/Other Backward Classes and Disability Certificates for Physically Handicapped Candidates issued by the competent authority should be submitted at appropriate time as per prescribed formats specified in the relevant provision.

ii. Candidate shall be disqualified for appointment, if he/she himself/herself or through relations or friends or any others has canvassed or endeavoured to enlist for his candidature, extraneous support, whether from official or non-official sources for appointment to the post(s).

iii. The persons already in Government Service/ Autonomous Bodies/ Government aided Institutions/UT/State Government/PSUs etc., whether in permanent or temporary capacity are, however, required to inform in writing, their Head of Office/ Department that they have applied for this recruitment and obtain a No Objection Certificate to be produced at the time of Interview.

iv. **Mere appearing in written examination does not confer a right to selection.**

v. The offer of appointment is subject to verification of original certificates/testimonials at the time of interview and completeness of other formalities.

vi. Degrees obtained through Open Universities/Distance Education mode that are approved by DEC and wherever necessary, by AICTE, are recognized for the purpose of employment under Central Government vide Gazette Notification No. 44 dated 1st March 1995.

vii. NIELIT will not be responsible in case of broken transaction during the online payment process. It is the sole responsibility of candidate to ensure that the payment has been made successfully.

viii. The Hon'ble High Court of Delhi at New Delhi will have the jurisdiction to settle and decide all matters and disputes related to Common Recruitment Examination.

9. **NIELIT'S DECISION TO BE FINAL**

The decision of the NIELIT in all aspects and all respects pertaining to the application and its acceptance or rejection as the case may be, conduct of examination and at all consequent stages culminating in the selection or otherwise of any candidate shall be final and binding on all concerned. NIELIT also reserves its right to alter and modify any conditions laid down in the notification for conducting the various stages up to selection, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by the NIELIT at any stage. Any alteration or modification shall, however, be available on the websites **www.nielit.in**. with due information to applicants through SMS / e-mail