National Institute of Electronics and Information Technology
Delhi Centre
2nd Floor, Parsvnath Metro Mall,
Inderlok Metro Station, Inderlok, Delhi-110052

Hiring of Manpower for various projects in NIELIT HQs on contract basis

ELIGIBILITY CRITERIA AGAINST THE ADVERTISEMENT NO. 05/34/2018/NDL/SER

S. No.	Name Of The Post/ Number of Vacancies	Educational/Professional Qualification And Experience	Age Limit (Max) As On 23.07.2018	Consolidate Monthly Salary (In Rs.)	Job Roles (Indicative)
1	Project Coordinator (01 Nos.)	**Essential:** B.E/B.Tech In (Electronics/Computer Science) from recognized university/ institution with at least eight years post qualification working experience **Desirable:** Working knowledge of computers and experience in planning, execution and monitoring of large projects MBA/PG Diploma in Management in addition to the essential qualification shall be an added advantage.	Max 45 Years	75000/-	Overall monitoring and coordination of the project. Evaluation studies and reports.
2	Assistant Project Coordinator (Finance, 01 Nos.)	**Essential:** Graduate in commerce from a recognized university / institution with a diploma in finance with at least five years post qualification working experience. **Desirable**: Post qualification experience in the area of commercial finance and accounts management ICWA/CA Or MBA (Finance) from a recognized university / institution will be an added advantage.	Max 40 Year	40000/-	Overall monitoring of financial activities/ transactions, fund utilization of the project

3	**Assistant Project Coordinator (Civil) (0l Nos.)**	**Essential:** B.E./B.Tech. (One year post qualification experience)/diploma in civil engineering (two years post qualification experience) from recognized university/institution **Desirable**: Working knowledge of Computers, autocad & experience In drafting, preparation of estimates, site supervision, boq preparation etc.	Max 40 Years	40000/-	Assistance In coordination activities specially related to building construction activities, examining estimates and architectural drawings of the building.
4	**Executive Assistant (MIS) (1 Nos.)**	**Essential**: MSc.(IT)/Computer Science (one year post qualification experience B.Sc.(IT)/ Computer Science (two years post qualification experience) from recognized university /institution **Desirable**: Working knowledge of computers. Experience in development of MIS.	Max 40 Years	20000/-	Assistance in development of MIS. Data collection from centres on regular basis and generation of MIS reports.
5	**Executive Assistant (Finance) (01 Nos.)**	**Essential:** M.Com. (One year post qualification experience)/B.com. (two year post qualification experience) from a recognized university /institution **Desirable:** Working knowledge of computers along with typing/data-entry skills.	Max 40 Years	20000/-	Assistance in monitoring of financial activities/transactions, fund utilization of the project.
6	**Executive Assistant (Stenographer) (1 Nos.)**	**Essential:** Graduation in any discipline from recognized university/ institution with stenography skills with at least one year post qualification working experience **Desirable:** Working Knowledge Of Computer along With Typing Speed Of Minimum 40 Words Per Minute And Short Hand Speed Of 0/100 Words Per Minute	Max 40 Years	20000/-	Assistance in various coordination activities. Making noting, letters, reports etc.
7	**Software Developer-I (2 Nos.)**	**Essential Qualification:** B.E / B. Tech(Computer Science/IT)/ M.E /M. Tech. (Computer Science /IT)/M.S. (Computer Science /IT)/ M.Sc. (Computer Science /IT)/MCA/ DOEACC 'B Level' / DOEACC 'C Level with minimum 60% of marks from a recognized university or institution. **Total Experience:** At least three years post qualification experience in large/Enterprise Level software Designing & Development in .Net Technology with MSSQL server as Database along with essential knowledge of Entity framework and LINQ.	Max 35 years	50000/-	Design, coding, testing and maintenance of software system

		Desirable Experience: The experience in academic projects like universities, colleges, institutions etc is desirable.			
8	**Software Developer-II (04 – for Java/ J2EE Domain)**	**Essential Qualification:** B.E / B. Tech(Computer Science/IT)/ M.E /M. Tech. (Computer Science /IT)/M.S. (Computer Science /IT)/ M.Sc. (Computer Science /IT)/MCA/DOEACC 'B Level' / DOEACC 'C Level' with minimum 60% of marks from a recognized university or institution. **Total Experience:** At least three years post qualification experience in large/Enterprise Level software Designing & Development using Java/ J2EE/ Servlet /JSP/ MVC and SQL server/ My SQL along with essential knowledge of HTML5,JavaScript, jQuery and CSS **Relevant Experience/ capabilities:** • Working Knowledge/Expertise of Java, J2EE and Web Services • Working Knowledge/Expertise of Spring and Hibernate framework. • Working Knowledge of Spring Boot will be preferred. • Working Knowledge/Expertise of HTML5 and jQuery • Working Knowledge of Angular JS will be preferred. • Working Knowledge/Expertise of SQL Server/My SQL • Sound Knowledge of Network Security • Hands-on exp. In designing, coding and development • Working Knowledge of Maven will be preferred • Good analytical and problem-solving approach. • Strong User-interaction skill and co-ordination skill **Desirable Experience:** The experience in academic projects like universities, colleges, institutions etc is desirable.	Max 35 years	50000/-	
9	**Software Developer-III (Nos-01- for PHP Domain)**	**Essential Qualification:** B.E / B. Tech(Computer Science/IT)/ M.E /M. Tech. (Computer Science /IT)/M.S. (Computer Science /IT)/ M.Sc. (Computer Science /IT)/MCA/DOEACC 'B Level' / DOEACC 'C Level' with minimum 60% of marks from a recognized university or institution.	Max 35 years	50000/-	

		Total Experience: At least three years post qualification experience in large/Enterprise Level software Designing & Development in LAMP Technology (Linux, Apache, MySQL and PHP) along with essential knowledge of HTML5,JavaScript/jQuery and CSS **Relevant Experience/ capabilities:** - Working Knowledge/Expertise of PHP Web Development - Working Knowledge/Expertise of Software Development using LAMP (Linux, Apache, MySQL and PHP) - Working Knowledge/Expertise of HTML5, JavaScript/jQuery and CSS - Working Knowledge/Expertise of MySQL - Hands-on exp. In designing, coding and development - Good analytical and problem-solving approach. - Strong User-interaction skill and co-ordination skill **Desirable Experience:** The experience in academic projects like universities, colleges, institutions etc is desirable.			
10	**Executive Assistant (2 Nos.)**	**Minimum Essential Qualification:** First class graduate in any discipline. **Total Experience:** Two years post qualification experience. One candidate with finance background may be preferred. **Desirable:** Experience in Govt. Project and various roles like overall administrative duties, management of files and Knowledge of Govt. Rules. Knowledge of Computer operation	Max 35 years (For retired Sr. Govt officers 62 years)	30000/-	Maintaining file record of all the files under the Schemes. Preparation of Agenda, Minutes of Meetings, Draft etc. Any other work related to the Scheme Implementation
11	**Senior Executive/ Consultant (1 No.)**	**Minimum Essential Qualification:** Graduate **Experience:**	Upto 62 years	35000/-	Should have good communication and interpersonal skills, fair knowledge of computer applications such as MS Word, MS Excel and Power Point etc;

		Retired officials of Central/ State/ Autonomous bodies/ PSUs under Central/ State Govt. from the rank of Section Officer or equivalent and above			Should have expertise in noting/drafting, various establishment/finance related rules/regulations of Govt. of India, capable of handling administrative matters, Audit, Court Cases, RTI and related matters; Preparation of Agenda Items independently for F&A/ Management Board/ Governing Council meetings related to NPR;

12	**System Consultant (3 Nos.)**	**Minimum Essential Qualification:**
		
		BE/B. Tech (CS/IT)/ MCA/ NIELIT B Level
		 (Minimum 60% marks or 6.5 CGPA in qualifying degree)
		
		Essential Experience:
		
		Min 30 months of experience. Experience in at least two of the following skill sets required:
		  a. Java/ J2EE/ Servlet/ Struts/ MVC/ Hibernate/ HTML/ Bootstrap/ CSS/ JavaScript/ JSP/ jQuery/ JSON/ XML DBMS/ Application security and testing
		  b. dot net technologies/ MVC/ web service/ web API/ HTML/ Bootstrap/ CSS/ JavaScript/ jQuery/ JSON/ XML DBMS/ Application security and testing
		  c. Android or IOS App Development/ Database/ Application security
		  d. Database administration in SQL Server / MYSQL
		  e. System Administration in LINUX
		  f. 6. System Administration in WINDOWS Server 2012
			Max 40 Years	44900/-	Development and Management of software system and Security aspect of application.