



National Institute of Electronics and Information Technology (NIELIT) - Gangtok
(Under Ministry of Electronics & Information Technology, Govt. of India)
Indira Bypass Road, Near K.B.T Petrol Pump, Sichey, Gangtok-737101
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Mail: dir-gangtok@nielit.gov.in Website: www.nielit.gov.in/gangtok/recruitments

Recruitment Notice

| Sl No | Name of the Post | Nos. of Post | Educational Qualifications | Salary | Job Responsibilities |
|-------|-------------------------------------|--------------|--|-------------------------------|--|
| 1 | Assistant Account on contract basis | 01 | B.Com / M.Com / BBA / MBA / CA/ICWA(Inter) with Knowledge in Tally/GST | Rs 17000/- P.M (Consolidated) | <ol style="list-style-type: none">1) The candidates should have knowledge in Accounts related work (Preparation of payroll, BRS & assist in Finalization of accounts / budgeting etc.)2) The candidates Should have a minimum of 01 year of experience in maintaining accounts using Tally software |

Interested and eligible candidates may send their application form along with necessary documents by speed post/ courier/ email to NIELIT Gangtok, Indira Bypass Road, Sichey, Near, KBT petrol pump **on or before 28.07.2020**. For Application form and other terms & conditions please visit our website <http://nielit.gov.in/gangtok/recruitments>