



**National Institute of Electronics and Information Technology (NIELIT), Guwahati**

**An Autonomous Scientific Society of Ministry of Electronics and Information  
Technology (MeitY) Government of India**

**1st & 2nd Floor, AFC Building, Md. Shah Road, Paltan Bazar, Guwahati-781008,  
Web site: <http://nielit.gov.in/guwahati>**

**MANPOWER ENGAGEMENT THROUGH THE OUTSOURCING AGENCY (M/S HRD COMMERCIAL &  
INDUSTRIAL SECURITY FORCE GUWAHATI-ASSAM**

National Institute of Electronics and Information Technology (NIELIT) Guwahati (Formerly DOEACC Society, Guwahati Centre) is an Autonomous Scientific Society of Ministry of Electronics and Information Technology (MeitY), Government of India.

NIELIT Guwahati is carrying out human resource development and related activities in the area of Information Electronics and Communication Technology (IECT) through education and training.

Applications are invited for the following posts from Indian Nationals at NIELIT Guwahati and its Extension Centres viz Tezpur & Kokrajhar .

<b>Name of position</b>	
<b>Project Engineer (Cloud Computing), Guwahati</b>	
Number of positions	01 (One) at Guwahati
Monthly Remuneration	Rs 30,000/- (consolidated)
Qualifications & Experience	BE/B.TECH/M. Tech (CS/IT)/MCA Minimum one year post qualification relevant experience
Age Limit	Up to 35 (thirty) years
Type of engagement	Purely on a temporary and contractual basis.
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority
Nature of Duties / Work	<ul style="list-style-type: none"><li>• Teaching Experience &amp; practical understanding of Cloud Computing tools &amp; Platforms like AWS, Openstack, VMWare, Blockchain &amp; Linux/Server Administration</li><li>• Preferences to be those having previous work experience in IT Industry</li><li>• Primary Responsibility: teaching &amp; training, content development and any other academic/technical work as and when required.</li></ul>

<b>Name of position</b>	<b>Lecturer</b>
Number of position	01 (One) at Guwahati
Monthly Remuneration	Rs. 42,000 (consolidated)
Qualifications & Experience	<p>Ph.D. in CSE/IT from recognized University/ Institution. (Preferable preceded by regular MTech/MSc (CS/IT) )</p> <ul style="list-style-type: none"> <li>• Candidates who have pursued Ph.D. in CSE/IT from a recognized University/Institute and submitted theses on or before 31.12.2021 may also apply</li> </ul>
Age Limit	Up to 35 (thirty five) years.
Type of engagement	Purely on temporary and contractual basis.
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority
Nature of Duties / Work	<ul style="list-style-type: none"> <li>• Knowledge of Future-skills technologies like Augmented Reality Virtual Reality. Blockchain, AI, Machine Learning. Data Science, Big OR Data Analytics, GIS/ etc.</li> <li>• Practical Experience with Javascript, ReactJS, Node JS, Angular, Vue, Python, Java &amp; its framework</li> <li>• Good understanding of MySQL, MongoDB, etc</li> <li>• Comfortable in the teaching of BCA/MSc classes</li> </ul>

<b>Name of position</b>	<b>IT Faculty</b>
Number of position	04 (Four) , (Kokrajhar-02/Tezpur-01/Guwahati-01)
Monthly Remuneration	Rs. 24000 to 28000/- (consolidated)
Qualifications & Experience	<p>BE/B.Tech/M. Tech(CS/IT)/MCA/PhD/ NIELIT IT B LEVEL. For Ph.D.- Nil experience, Others – Minimum two years experience in the relevant field</p>
Age Limit	Up to 30 (thirty) years.
Type of engagement	Purely on temporary and contractual basis.
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority
Nature of Duties / Work	<ul style="list-style-type: none"> <li>• Knowledge of the full life cycle of Software Development&amp; engineering</li> <li>• Primary Responsibility: teaching &amp; training, content development, and any other academic/technical work as and when required</li> <li>• Primary Responsibility: teaching &amp; training, content development, and any other academic/technical work as and when required.</li> </ul>

<b>Name of position</b>		<b>Hardware Faculty</b>
Number of position	01 (One) at NIELIT Kokrajhar	
Monthly Remuneration	Rs. 24000 (consolidated)	
Qualifications & Experience	MCA, B.Tech (ECE) / MSc Electronics / CHM A LEVEL Minimum two years post qualification relevant experience.	
Age Limit	Up to 35 (thirty five) years.	
Type of engagement	Purely on temporary and contractual basis.	
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority	
Nature of Duties / Work	<ul style="list-style-type: none"> <li>• Internet of things, assemble &amp; configuration of computer &amp; electronics devices, hands-on experience on Robotics &amp; solar instruments &amp; others</li> <li>• Primary Responsibility: teaching &amp; training, content development any other academic/technical work as and when required.</li> </ul>	

<b>Name of position</b>		<b>Multi-Tasking Staff cum caretaker</b>
Number of position	01 (One) at NIELIT Kokrajhar	
Monthly Remuneration	As per Minimum Wages Act (CTC 15000/-)	
Qualifications & Experience	10th passed with computer knowledge . Minimum one year experience in the relevant field	
Age Limit	Upto 30 (thirty) years.	
Type of engagement	Purely on temporary and contractual basis.	
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority	
Nature of Duties / Work	<ul style="list-style-type: none"> <li>• Day to Day Office activities and other related work etc.</li> <li>• Physical maintenance of records of the office.</li> <li>• Assisting in routine office work like the diary, dispatch, etc</li> <li>• Supervision for maintaining lawns, parks, potted plants, etc within the campus</li> <li>• Watch and hostel duties</li> </ul>	

<b>Name of position</b>		<b>OSD to Director</b>
Number of position	01 (One) at Guwahati	
Monthly Remuneration	CTC- Rs. 25000 to 30000	
Qualifications & Experience	B.TECH and MBA with excellent working knowledge of Computers and good command of English & minimum 02 years of relevant experience Candidates with knowledge of shorthand will be preferred	
Age Limit	Up to 35 (thirty) years.	
Type of engagement	Purely on a temporary and contractual basis.	
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority	
Nature of Duties / Work	<ul style="list-style-type: none"> <li>• Assisting Director in day-to-day administrative works.</li> <li>• Candidates must have a good understanding of the office manual and procedures</li> <li>• Exceptional written and verbal communication skills</li> <li>• Skills to collaborate with a variety of stakeholders/offices</li> </ul>	

<b>Name of position</b>		<b>ITES English &amp; Soft Skills Trainer</b>
Number of position	01 (One) at Guwahati	
Monthly Remuneration	CTC- Rs. 24000	
Qualifications & Experience	Graduate/ Post graduate in any stream. Experience in voice & accent training and Soft Skills. Excellent spoken and written communication skills in English & minimum two years post qualification teaching/ training experience in English & Soft Skills.	
Age Limit	Upto 35 (thirty five) years.	
Type of engagement	Purely on temporary and contractual basis.	
Period of engagement	Manpower to be engaged for a specific period of 12 (twelve) months. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority.	
Nature of Duties / Work	<p>Primary Responsibility: Teaching &amp; training, content development, creative writing, presentations and any other academic/official work as and when assigned.</p> <ul style="list-style-type: none"> <li>• Effective interpersonal and communication skills.</li> <li>• A stronghold of the English language and effectively train individuals to learn proper pronunciation, voice modulation, phonetics, accent, listening and speaking.</li> <li>• Soft Skills training skills. The ability to effectively teach and train other individuals.</li> <li>• Ability to hold the interest and attention of those seeking training.</li> <li>• Self-confidence coupled with the ability to infuse confidence in others.</li> <li>• Computer Skills and proficiency in handling online classes, presentations &amp; smart classes.</li> </ul>	

## **TERMS AND CONDITIONS**

- 1.** Eligible candidates may forward their filled in application form to email ID: guwahatinielit2019@gmail.com. However, they are required to submit copies of self attested testimonials at the time of interview and must carry their original certificates & mark sheets. The final selection will be subject to satisfactory verification of their qualification & experience.
- 2.** The qualification of the candidates must be from recognized University/Institution.
- 3.** Shortlisted candidates will be called for interview/test at specified date & time and will be engaged as per requirement.
- 4.** The Competent Authority reserves the right to withdraw the employment notice or reject any or all applications without assigning any reason thereof.
- 5.** Selection of manpower will be based on the performance of candidates in interview/test. The engagement of the above positions is purely temporary on contractual basis with consolidated remuneration. The candidate to be engaged shall not claim for regularization against this employment notice at any stage.
- 6.** The institute reserves the right to call only the requisite number of candidates for interview after screening of applications.
- 7.** The applicants are advised to visit the website of NIELIT Guwahati centre <http://nielit.gov.in/guwahati> regularly for schedule of Document verification/Written Test/Interview or any update.
- 8.** No TA / DA will be paid for appearing in written test / interview.
- 9.** The last date of submission of application is 06 -06-2022 till 5:00 PM. The application received after last date and time, incomplete in any respect will be summarily rejected.
- 10.** For any other details please contact **Phone Nos. 361-2730269**, during working hours between 9:00 A.M to 5:30 P.M (Monday to Friday).

**Dated: 23.05.2022**

## APPLICATION FORM

<b>1.</b>	<b>Position Applied For</b>				
<b>2.</b>	<b>Name of Applicant (In block letters)</b>				
<b>3.</b>	<b>Date of Birth</b>				
<b>4.</b>	<b>Place of Birth/District/State</b>				
<b>5.</b>	<b>Category (Gen/OBC/SC/ST)</b>				
<b>6.</b>	<b>Father's Name</b>				
<b>7.</b>	<b>Mother's Name</b>				
<b>8.</b>	<b>Marital Status</b>	<b>Married / Unmarried (Please tick)</b>			
<b>9.</b>	<b>Gender</b>	<b>Male / Female (Please tick)</b>			
<b>10.</b>	<b>Permanent address (with phone No. &amp; email)</b>	<b>Address for communication (with phone No. &amp; email)</b>			
<b>11.</b>	<b>Languages Known :</b>				
	<b>Sl. No.</b>	<b>Name of Language</b>	<b>Read</b>	<b>Write</b>	<b>Speak</b>

12. Details of Educational Qualification (in chronological order starting from last qualification):					
Sl. No.	Examination Passed	Year of Passing	Name of Board / University / Institution	Class / Division	Percentage

13. Details of employment (starting from current employment):					
Sl. No.	Organization / Institute	Position Held	Nature of duties	Period	
				From	To

**N.B: The candidates may add additional page to describe nature of duties in details.**

**15. Additional Remarks** (Applicant may mention here any additional qualification, experience including that of Computer knowledge, which have not been included under the heads given above)

--

**16. Reference** (Name, Address & Mobile number of two responsible persons, not relatives, who know about your work)

--

**17. Details of enclosures with the application:**

--

I certify that information furnished above is true / correct and complete to the best of my knowledge and belief. If found to be wrong / false at later stage, my candidature for the above position applied for shall be liable to be cancelled at any point of time.

**Date:**

**Place:**

**Signature of Candidate**

**List of Enclosures (Self Attested)**

1. Photo Identity Proof (Voter ID / Driving License / Passport).