



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

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

1<sup>st</sup> & 2<sup>nd</sup> Floor, AFC Building, Md. Shah Road, Paltan Bazar, Guwahati-781 008,  
Web site: <http://nielit.gov.in/guwahati>

Employment Notice No: **04/37/2017/GHY/TRG/2438**

**Dated:** 28<sup>th</sup> February 2018

### **MANPOWER REQUIREMENT**

Applications on prescribed format are invited for '**IT Trainer**' positions from Indian Nationals under NIELIT Guwahati at various locations in Assam viz *Barpeta, Lakhimpur, Dhubri, Nalbari, Tinsukia, Majuli, Sibsagar, Jorhat etc* or as required within the state of Assam. The details of position are as given below:-

<b>Position</b>	<b>Location(s)</b>	<b>Monthly Remuneration</b>
<b>IT Trainer</b> (Contractual) Period of contract – 6 (six) months or coterminous with the Project	Barpeta, Lakhimpur, Dhubri, Nalbari, Tinsukia, Majuli , Sibsagar, Jorhat etc or as required within the state of Assam (Positions may increase or decrease as per requirement)	Rs 18,000/- to Rs 22,000/- (Consolidated fixed remuneration)

The last date and time for receipt of application: **12-03-2018 till 5:00 PM.**

For application form, eligibility details, etc., please visit our website, <http://nielit.gov.in/guwahati/>

**Sd/-  
Director  
NIELIT Guwahati**



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### **ENGAGEMENT OF MANPOWER PURELY ON TEMPORARY AND CONTRACT BASIS ON CONSOLIDATED REMUNERATION**

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.

NIELIT Guwahati is looking for eligible and qualified manpower for the position(s) at various locations in Assam viz Barpeta, Lakhimpur, Dhubri, Nalbari, Tinsukia, Majuli, Sibsagar, Jorhat etc or as required within the state of Assam under NIELIT Guwahati Main Centre at 1<sup>st</sup> & 2<sup>nd</sup> Floor, AFC Building, Md. Shah Road, Paltan Bazar, Guwahati-781 008 as per details below.

Name of position	IT Trainer
Number of position	7 (Seven). May increase or decrease as per actual requirement.
Monthly Remuneration	Rs 18,000/- to Rs. 22,000/- (consolidated)
Qualifications & Experience	<i>B.E / B. Tech. in Computer Science / IT</i> OR <i>M.Sc. (Computer Science) / M.Sc. (I.T) / MCA with B.Sc. (Mathematics as a subject)</i> OR <i>DOEACC 'B' Level passed with Science / Mathematics background.</i> OR <i>M. Tech in IT / Computer Science</i>
Age Limit	Upto 30 (thirty) years. Relaxable by 3 (three) years for OBC and 5 (five) years for SC/ST candidates.
Type of engagement	Purely on temporary and contractual basis.
Period of engagement	Manpower to be engaged for a specific period of 6 (six) months or coterminous of the Project. However, period of engagement may increase / decrease depending upon requirement and at the sole discretion of Competent Authority
Nature of Duties / Work	Conduction of classes on Information Technology as per requirement of NIELIT Guwahati.

## **OTHER TERMS & CONDITIONS**

1. The application fees for all candidates shall be nil.
2. The filled-in application form with complete details along with self-attested testimonials is required to be submitted in **prescribed application form which is enclosed herewith** and to be sent to **“The Director, NIELIT Guwahati Centre, 1<sup>st</sup> & 2<sup>nd</sup> Floor, AFC Building, Md. Shah Road, Paltan Bazar, Guwahati-781 008, Assam”**. The last date of submission of application is **12-03-2018 till 5:00 PM**. The application received after last date and time, incomplete in any respect or violation of conditions will be summarily rejected. The envelope containing application form should be superscripted as

**“APPLICATION FOR ENGAGEMENT AS IT TRAINER AT NIELIT GUWAHATI”**.

3. The Competent Authority reserves the right to reject any or all application or employment notice without assigning any reason thereof.
4. The institute reserves the right to call only the requisite number of candidates for written test / interview after screening of applications received which may be informed through email / SMS/ Website of NIELIT Guwahati (<http://nielit.gov.in/guwahati/>).
5. Selection of manpower will be based on performance of candidate in written test followed by Interview / personal interview only based on the number of applications received. **The candidate to be engaged shall not claim for regularization against this employment notice at any stage.**
6. All original testimonials towards fulfillment of eligibility conditions shall be required to be produced by the candidates on the date of interview for necessary verification.
7. No TA / DA will be paid for appearing in written test / interview.
8. For any other details please contact over **Phone Nos. 361-2131568, 2730269, 2731942.**

**Employment Notice No:** 04/37/2017/GHY/TRG/2438

**Dated:** 28<sup>th</sup> February'2018

**Sd/-  
Director**



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### **FORM OF APPLICATION FOR ENGAGEMENT AS IT TRAINER AT VARIOUS LOCATIONS IN ASSAM UNDER NIELIT GUWAHATI**

**To,**  
The Director  
NIELIT Guwahati Centre  
1<sup>st</sup> & 2<sup>nd</sup> Floor, AFC Building, Md. Shah Road, Paltan Bazar,  
Guwahati-781 008, Assam

**Affix recent  
passport size  
photograph**

1.	<b>Employment Notice No.</b>	
2.	<b>Name of Applicant (In block letters)</b>	
3.	<b>Date of Birth</b>	
4.	<b>Place of Birth/District/State</b>	
5.	<b>Category (Gen/OBC/SC/ST)</b>	
6.	<b>Father's Name</b>	
7.	<b>Mother's Name</b>	
8.	<b>Marital Status</b>	<b>Married / Unmarried (Please tick)</b>
9.	<b>Gender</b>	<b>Male / Female (Please tick)</b>
10.	<b>Permanent address (with phone no. &amp; email if any)</b>	<b>Address for communication (with phone no. &amp; email if any)</b>

	<b>Address:</b>		<b>Address:</b>	
	<b>Mobile No. :</b>		<b>Mobile No. :</b>	
	<b>Email :</b>		<b>Email :</b>	

11. Details of Educational Qualification (Highest to lowest):						
Sl. No.	Examination Passed	Year of Passing	Name of Board / University / Institution	Class / Division	Percentage	Part time / Full time

12. Details of employment (Latest first):						
Sl. No.	Organization / Institute	Position Held	Nature of duties	Period		Last / Present Pay
				From	To	

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

13. Languages KNOWN :					
Sl. No.	Name of Language	Read	Write	Speak	Examination Passed, if any

**14. 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)

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

**16. Details of enclosures sent with this application:**

**17. Willingness to work anywhere in Assam, if selected:** Yes / No (Please tick Yes or No)

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).
2. Proof of Date of Birth.
3. Caste Certificate, if any.
4. Qualification Pass Certificate & Mark sheets
5. Experience Certificate, if any