Dated: 05-12-2025

Schedule for Document verification/typing test for empanelment for position of Resource Persons purely on contract basis (advt. no. 07/330/2025/NDL/FM).

S. No.	Date of Document Verification	Position	Reporting Time
1	09-12-2025	Assistant Producer/ Panel Producer	9:30AM
2	09-12-2025	Cyber Security Consultant	9:30AM
3	09-12-2025	Technology Associate	9:30AM
4	09-12-2025	Ux/UI Designer	9:30AM
5	09-12-2025	Young Professional	9:30AM
6	09-12-2025	Dy. Manager Innovation Development	9:30AM
7	09-12-2025	IT Consultant	1.30PM
8	10-12-2025	DG Set Operator	9:30AM
9	10-12-2025	Fire Officer/ Supervisor	9:30AM
10	10-12-2025	Lift Operator	9:30AM
11	10-12-2025	Regional Consultant	9:30AM
12	10-12-2025	Start-up Fellow	1.30PM
13	11-12-2025	Junior Engineer (Electrical)	9:30AM
14	11-12-2025	Junior Engineering (Civil)	9:30AM
15	11-12-2025	Manager IP & Technology Transfer	9:30AM
16	11-12-2025	PCR Operator	9:30AM
17	11-12-2025	Software Developer	9:30AM
18	11-12-2025	Hardware Support Technician	9:30AM
19	11-12-2025	HVAC Helper	9:30AM
20	11-12-2025	HVAC Operator	9:30AM
21	11-12-2025	Innovation Fellow	1:30PM
22	11-12-2025	Sr. Hardware Support Technician	9:30AM

S. No.	Date of Typing Test and Document Verification	Position	Reporting Time
1	10-12-2025	Office Assistant (UG)	9:30 AM

For the positions of Office Assistant (UG), typing test will be conducted on the day of document verification viz 10/12/2025. Only those candidates who clear the typing test will be eligible for document verification.

Venue:

National Institute of Electronics and Information
Technology Institutional Area, 16/1-2, Pankha Road,
Near Sagarpur Police Station,
D-Block, Janakpuri, New Delhi-110058.

Candidates are requested to ensure their presence as per above schedule and must bring along following documents: -

     i)   Application form in given form at duly filled.

     ii)   CV (Bio-Data) having details of qualifications (with percentage), skill, experience, job profile and projects.

     iii)   **Original and one self-attested copy** of all the documents related to date of birth certificate, qualification and experience certificate (Marksheets/degrees/testimonials/post qualification and experience certificates)

     iv)   One latest color passport size photograph

     v)   Valid Govt. issued photo ID i.e., Aadhar card, PAN card, Passport, Voter ID etc.

Note: Only those candidates who deposit requisite registration fee of Rs.750/-, clear document verification and typing test (only in case of Office Assistant(UG)) will be eligible for interview.

In case of any query, candidate may write to empanelment.help@gmail.com or may contact at 8860851441(Call Time: 9.30 A.M to 1.00 P.M & 1.30 P.M to 5.30 P.M on working days).