

**National Institute of Electronics and Information Technology
NIELIT Bhawan,
Plot No. 3, PSP Pocket, Sector-8,
Dwarka, New Delhi-110077**

Hiring of Manpower on contract basis

Terms & Conditions:

1. Incumbent will be hired purely on contract basis initially for a period of one year which may be further extended based on performance and requirement.
2. **The place of the posting will be NIELIT Bhawan, Sector-8, Dwarka, New Delhi-110077.**
3. Interview to the advertised positions shall be held in **Online/Offline mode**. Applicants shall ensure availability of Desktop PC/Laptop with Camera & speakers, network connectivity with proper bandwidth, apps like Google Meet/Jitsi/Zoom/Cisco Webex is downloaded and operational on their Desktop PC/laptops. **NIELIT shall not be responsible for any disconnection during the interview or the candidate unable to join the Interview, such candidates shall summarily be rejected.**
4. **All application forms should be mailed to tech-recruit@nielit.gov.in on or before 8th October, 2021.** Applicants are required to go through the Eligibility criteria carefully and ascertain themselves regarding their eligibility. **Interview date shall be updated on the NIELIT website under Recruitment (<https://nielit.gov.in/recruitments>)** . Candidates are advised to check the NIELIT website regularly for any information. **Candidates will be required to appear in an Online Interview using either Jitsi/Google Meet/Zoom/Cisco Webex. Candidates are required to download the apps and shall be ready to attend the interview as per the time slot given.**
5. Application Forms shall be accepted in online mode using the **Apply Online Link** as available on NIELIT Website under Recruitment (<https://nielit.gov.in/recruitments>) section. Thereafter, Applicants are required to submit the duly filled registration application form along with the following scanned documents/testimonials through email to tech-recruit@nielit.gov.in on or before **8th October, 2021**:
 - i) **Resume of candidate**
 - ii) **Passport Size Photograph of candidate**
 - iii) **Marksheet of Class Xth**
 - iv) **Qualification Degree/Certificate as per requirement for the post applied**
 - v) **Self-attested experience certificates (including the Experience letter from the current place of working)**All the above scanned supporting documents must be mailed to tech-recruit@nielit.gov.in on or before **8th October, 2021**. **Cut-off date for calculating age and experience shall be 30-09-2021. Application Forms received without relevant supporting documents/testimonials shall be treated incomplete and will be summarily rejected and no correspondence will be entertained in this regard.**
6. The qualification of the candidates must be from a recognized University/Institution.
7. **Applicants with last semester result awaited or incomplete degrees are not eligible to apply.**
8. Name of the Applicant in application form must be same as mentioned in the certificate of class X. In case the candidate has changed his name subsequent to X, the evidence to that effect should be furnished at the time of interview.
9. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
10. NIELIT has the right to accept or reject the application without assigning any reason thereof.
11. The candidate(s), who will qualify the Interview, will be called for Certificate/Document Verification. Date and time for document verification will be informed through email in due course of time. Any change in uploaded documents and physical documents shall lead to cancellation of candidature.
12. A few deserving shortlisted candidates may also be kept in panel for future requirement. It does not entitle the empanelled candidate to claim as right to employment. Candidates may be called as per

requirement of NIELIT. **The posts may increase or decrease depending on the requirement.**

13. Applicants are advised to visit the website of NIELIT <https://nielit.gov.in> for any updates. No common communication shall be made in any other form separately.