

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)

National Institute of Electronics and Information Technology (NIELIT)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार

Ministry of Electronics and Information Technology (MeitY), Govt. of India

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File No. N2E221/NDL/509/335

27.06.2023

OFFICE ORDER

With the approval of the Competent Authority, Ms Nidhi Jain, Assistant Director (Admn) is taken on the rolls of NIELIT Delhi Center with effect from 26th June, 2023 (forenoon), in pursuance of NIELIT HQ's Office Order No.A-22012/1/2023-O/o Registrar (E99721)/478 dated 21.06.2023.

2. Ms Jain stands posted in the Administration Section in NIELIT Delhi Center and she will look after all Administration-related activities of NIELIT Delhi Center and its extension centers. In addition, Ms Jain will also handle the purchase, recruitment, and legal matters of NIELIT Delhi Center and its extension centers.

3. Ms Neelam Mendiratta, Assistant Executive, shall report to Ms Jain for all of the above.

4. Ms Jain will report to Ms Alpana Agrawal, Officer Incharge, NIELIT Delhi Centre for all administrative matters and to Mr Akash Sharma, Joint Director, for all legal matters.

S.K. Dhurandher
27/06/2023

(Dr Sanjay Kumar Dhurandher)
Executive Director, NIELIT Delhi Center

To

Ms Nidhi Jain, Assistant Director (Admn)

Copy to:

1. Registrar, NIELIT Headquarters, New Delhi
2. Officer in charge, NIELIT Delhi Center
3. All Section Heads, NIELIT Delhi Center
4. Website of NIELIT Delhi
5. Guard File

मुख्यालय: नाइलिट भवन, प्लॉट नंबर-3, पी एस पी पाकेट, सैक्टर-8, द्वारका, नई दिल्ली-110077

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