

**National Institute of Electronics and Information Technology (NIELIT)
Dwarka, New Delhi**

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान, द्वारका, नई दिल्ली -110077

**DETAILED ADVERTISEMENT
(Advt. No. NHQ-12/03/2026-NIELIT/3171549)**

NIELIT requires the following person purely on contract basis on consolidated remuneration initially for a period of one year: -

1. Name of Position	Consultant
Position Code	2602-CONS
No of Position	01 (one) NIELIT HQs/Corporate Office
Tenure/ Period	1 year (purely on contract basis)
Age Limit	Upto 62 Years
Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]	₹90,000/- per month
Eligibility Criteria and Experience	<p>Essential: B. Tech/ B.E. in Computer Science/IT/ Electronics/Electronics & Communications with 10 Years post qualification experience in electronics/IT/telecommunication/business administration, ICT for Development, Capacity Building and related areas including sound exposure and experience pertaining to project formulation, project implementation, project monitoring/management, techno-financial/economic analysis, feasibility studies, market surveys, analysis reports, WTO matters, international trade and experience in MIS creation and maintenance. Preference would be given for those having relevant experience in the implementation of Government funded projects.</p> <p>Desirable: Candidates with the following qualifications/experience will be given Preference-</p> <ol style="list-style-type: none">1. MBA2. Having experience in handling government projects – their monitoring and analysis, knowledge of MIS creation and maintenance, Impact Analysis (The candidates may not possess experience in all the indicated domains. Selection shall be made on the basis of best mix available and suiting the job requirements) <p>Role & responsibilities</p> <ul style="list-style-type: none">▪ Support to the overall coordination/ management of the project activities▪ Liaisoning with various stakeholders/nodal agencies▪ Monitoring of technical & financial progress▪ Assist Stakeholders /various Committees (PRSG, AC, CMC, CC), facilitate MOUs between MeitY & IAs; and, organising review meetings, preparation of minutes, coordinate necessary logistics and facilitate consultations as per terms of reference▪ Support Stakeholders /Committees/IAs in formulation of plans, reports, guidelines, etc.▪ Monitor overall implementation of project activities▪ To create awareness and mobilisation of various stakeholders▪ Assist in design, development & deployment of the Centralised portal. Creation and maintenance of MIS for capturing Data related to the project▪ Coordinating with 3rd Party for Impact Assessment▪ Any other work related to the Scheme implementation
	(Retired Govt. employees upto 62 years of age can apply)

	(The terms of engagement for retired Govt. employees shall be dealt with in terms of DoE, MoF OM No.3/25/2020-EIIIA dated 9 th December, 2020, as amended from time to time). In case of persons retired from Govt./Autonomous Body/PSU etc. [i] A fixed monthly amount shall be paid as per the Govt. norms arriving at by deducting the basic pension (gross) from the basic pay drawn at the time of retirement in the case of persons retired from Govt. service. [ii] The remuneration in case of officers retired from Autonomous Bodies / Universities and other officers not entitled to pension shall be fixed at 50% of last pay drawn.
2. Name of Position	Resource Person (Project Co- Ordination)
Position Code	2602-RP (PC)
No of Position	01 (One) NIELIT HQs/Corporate Office
Tenure/ Period	1 years (purely on contract basis)
Age Limit	45 Years
Emoluments (Monthly) (inclusive of statutory compliances, if any) [CTC]	₹50,000 per month
Eligibility Criteria and Experience	Essential: Any graduate with at least 4 years' of working experience. Desirable: Experience in overall coordination and management of projects activities. Well-versed in use of Office Productivity Tools like Word, Excel and PowerPoint.
Job Profile and Skill Set	Maintain project documentation. Preparation of Monthly Progress Report (MPRs) of all projects. Data compilation and preparation of all pre and post PRSG activities for the projects. Updating of project related data in MIS portal. UC prepetition and settlement. Other miscellaneous work assigned time to time.

General Terms & Conditions:

1. The qualification of candidates must be from Govt. University or Govt. recognized University/Institutions.
2. Applicants with last semester result awaited or incomplete degrees are not eligible to apply.
3. Cut-off date for calculating age and experience shall be the date mentioned in Walk-in-Interview Advertisement.
4. Non-refundable Registration Fee of ₹500/- per position to be deposited through online mode. The Candidates may deposit registration fee in the account of NIELIT in the given Bank account on or before Document Verification & Walk-in-Interview date.

Name of the office	National Institute of Electronics and Information Technology, New Delhi
Bank Account Number	604820100000012
Bank Name	Bank of India
IFSC Code	BKID0006048

Date of walk-in-interview	11.03.2026
Venue for Document Verification and Interview:	National Institute of Electronics & Information Technology, NIELIT Bhawan, Plot No. 3, PSP Pocket, Sector-8, Dwarka, New Delhi-110077
Document Verification	09:30 AM to 11:30 AM
Interview	11.00 A.M. onwards

5. Applications without requisite application fee (Rs. 500/-) shall be summarily rejected at any stage of Document Verification and Walk-in-Interview.
6. Applicants are requested to fill Application Form and attach all the required (self-certified) documents including Payment Receipt.

7. The Applicants who report at NIELIT HQ before 11:30 AM shall be considered for Document Verification.
8. Applicants are requested to come with Original Documents for Document Verification.
9. Document Verification (based on the documents produce by applicant with application form) and Walk-in Interview is to be done as per date mentioned in the advertisement.
10. Only those candidates who clears Document Verification will be allowed to appear in Walk-in-Interview.
11. Applicants are requested not to send Application Form thru Post or any other medium to NIELIT HQ.
12. NIELIT has the right to accept or reject the application without assigning any reason thereof.
13. Applicants are advised to visit the website of NIELIT <http://nielit.gov.in/recruitments> for any updates.
14. No separate communication shall be made in any other form.
15. The number of vacancy is tentative and liable to change as per the requirement of NIELIT.
16. The Remuneration mentioned above is consolidated salary (CTC). The selected candidate will not be paid any other financial benefits like Medical, HRA, Transport etc. except the consolidated salary.
17. Selection of candidate for appointment to the above mentioned position will be based on the performance of the candidates in the walk-in-interview and as found eligible as per prescribed criteria.
18. The selected candidate will be engaged purely on contract basis initially for a period of one year, which may be extended depending upon the requirement and performance of the candidate.
19. The offer of appointment for the selected candidate will be subject to verification of original certificates/testimonials at the time of interview and completeness of other formalities.
20. NIELIT will also create a panel for contractual deployment and the candidates will be selected for deployment on contract from the panel as and when required.
21. Only those candidates who deposit requisite registration fee of Rs. 500/-, clear document verification and successful interaction will be empaneled.
22. Empanelment means the shortlisted candidates will be in the panel of NIELIT for one year. They may be deployed in specific Govt. department/ NIELIT as per department requirements purely on contract basis. Mere empanelment does not ensure deployment in any department nor provide any right to candidate to claim for deployment.
23. Empaneled candidates list will valid for one year from the date of result declaration.
24. Candidates will not be entitled to claim any TA/DA for appearing in Interview.
25. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
26. If any candidate is found to be indulged at any stage of the Selection Process or after the Selection Process in any of the malpractices / irregularities {such as impersonation; making false / untrue statements or suppressing true information, submitting forged / fabricated documents, leaving the venue uninformed; misbehaving; obstructing smooth conduct of the selection process etc.} their candidature will be cancelled for this selection process.
27. In the case of any legal dispute, the jurisdiction shall be Delhi.