

**Walk-in-Interview for engagement of manpower on Contract Basis**

**Walk-in-Interview Date: 23/12/2020 (Wednesday)**

**Reporting Time: 09.00 to 11.00 A.M.**

(Advertisement No. NIELIT/HDW/2019/ADM/05(Vol.i)/80)

Qualification, Experience, Remuneration and Job Description for engagement of personnel on contract basis are as under:

Sr. No.	Name of the Post and Number of Post	Details of Educational Qualification and Experience	Max. Age as on 01.12.2020	Consolidated Monthly Salary (in Rs.)	Desirable Skills/ Experience
1	Programme Coordinator (01 No.)	ME / MTech(CS/IT) / C-Level with minimum 08 years of experience <b>OR</b> BE / BTech(CS/IT) / MCA / B-Level with minimum 10 years of experience	45 years	42,000-46,000	Teaching, Course Design, developing learning material /e-Contents. Candidates having experience of project/training management will be given preference.
2	Asst. Programme Coordinator (01 No.)	ME / MTech(CS/IT) / C-Level with minimum 06 years of experience <b>OR</b> BE / BTech(CS/IT) / MCA / B-Level with minimum 08 years of experience	45 years	38,000-42,000	Teaching, Course Design, developing learning material /e-Contents. Candidates having experience of project/training management will be given preference.
3.	Associate Faculty (01 No.)	ME / MTech(CS/IT) / C-Level <b>OR</b> BE / BTech(CS/IT) / MCA / B-Level with minimum 02 years of experience <b>OR</b> MSc(CS/IT) with minimum 03 years of experience <b>OR</b> Graduate with A-Level with minimum 03 years of experience <b>OR</b> Graduate with O-Level with minimum 04 years of experience <b>OR</b> BCA / BSc(CS/IT) with minimum 04 years of experience	40 years	26,000-30,000	Teaching, Course Design, developing learning material /e-Contents. Candidates having experience of web application development and deployment will be given preference.
4	Jr. Project Associate (01 No.)	BCA / BSc(CS/IT) <b>OR</b> Graduate in any discipline with O-Level/PGDCA <b>OR</b>	35 years	12,000-16,000	Good Communication Skills with excellent working knowledge of MS-Office and Internet. Prior experience of working in a

		Graduate in any discipline with CCC Certification.  Knowledge of Hindi / English typing is must.			department/public sector unit/autonomous society of government will be an added advantage.
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**PLACE OF POSTING:**

Place of posting for all above posts will be Haridwar.

**INSTRUCTIONS FOR CANDIDATES**

1. Interested candidates may fill up the Application Form after reading these instructions carefully. Application Form may be downloaded from the following link: <http://nielit.gov.in/haridwar/content/current-recruitment>
2. The advertised posts are purely on contract basis on consolidated remuneration; initially for a period of ONE YEAR which may be extended further depending on the requirement and performance of the candidate.
3. It is the sole responsibility of the candidate to satisfy himself/herself regarding his/her eligibility with regards to the minimum essential qualification, experience and age etc. before applying. No relevant column should be left blank in the Application Form.
4. The candidature of the candidate is subject to his/her eligibility regarding academic, professional qualifications and experience etc. and mere applying for the post does not mean that the candidate is eligible for selection/empanelment or even for interview.
5. Applications are subject to further scrutiny at any point of time during the period of contract. At any time, if any document, statement or any other information submitted by the candidate is found to be false/suppressed/wrong/incorrect as per the selection/eligibility criteria, the contract of the candidate will be terminated with immediate effect and legal proceedings may be initiated against the candidate by NIELIT Haridwar.
6. Higher remuneration may be considered for the candidates having higher experience in the specified area.
7. Candidates are required to attach self-attested copies of the following documents/certificates with the Application form to be submitted: -
  - a. Caste certificate (SC/ST), if applicable.
  - b. Disability certificate (PWD), if applicable.
  - c. Matriculation/10th Class certificate showing Date of Birth.
  - d. Degree/Certificates of essential qualification which makes him/her eligible for applying for the post applied.
  - e. Degree certificate of higher educational qualifications, if any.
  - f. Requisite experience certificate(s) clearly mentioning the starting and ending dates of employment, which makes him/her eligible for applying for the post.
  - g. Attested copy of Aadhaar Card or any other ID card issued by Government

In case a candidate is not in possession of a Degree Certificate, he/she must attach self-attested copies of DMCs (Detailed mark sheets and certificate) of all the semesters/years relating to that degree. Non-submission of the above documents may lead to cancellation/rejection of the Application Form/Candidature. Name entered in the application form should match with the corresponding name given in the essential qualification certificates or any other relevant documents submitted.

8. Any request for change of particulars like name, father's name, address etc. will not be entertained at a later stage after the submission of the Application Form.
9. Application fee (non-refundable) of Rs. 500/- per application for General/OBC candidates and Rs. 250/- per application for SC/ST/PWD candidates shall be submitted in the following account:
 

Account Name: **NIELIT Haridwar**  
 Account Number: **12922122001331**  
 IFSC Code: **PUNB0129210**  
 Bank Name: **Punjab National Bank**  
 Branch Address: **Pentagon Mall, Sector-12, Haridwar.**
10. The application fees shall be deposited by candidate in Cash or by Debit Card or through DD in favour of "NIELIT Haridwar" payable at Haridwar.

11. Candidates applying for more than one post shall submit separate Application Form for each post along with prescribed fee for each post separately.
12. Application fee once paid is non-refundable. Applicants, in their own interest, should check their eligibility for specific post before coming for Walk-in-Interview and remitting application fee.
13. Where CGPA/OGPA is awarded and mentioned in the degree certificate the same should be converted into percentage and indicated in the application as per their institute/university conversion formula. The supporting document for conversion formula may also be submitted along with the application in such case.
14. NIELIT Haridwar reserves the right to modify, postpone or cancel this recruitment process at any time without any notice and without assigning any reason thereof.
15. The selected candidates will be empanelled and may be offered to join in order of merit subject to requirement and subject to verification of original certificates/testimonials and completeness of other formalities.
16. Canvassing/trying to influence NIELIT employees to secure job in any manner shall disqualify the candidate.
17. No TA/DA will be provided to candidate for appearing in interview. Candidate will be required to make his/her own arrangements for stay, in case the interview is carried forward to next day due to large number of applicants.
18. All the notices and updates regarding these posts will be uploaded on the website of the NIELIT Haridwar – <http://nielit.gov.in/haridwar/content/current-recruitment>. Candidates are therefore, advised to visit this website regularly regarding the empanelment process, interview schedule etc.
19. The manpower empanelled shall not claim for the regularization against this Advertisement/ Selection/Contractual Employment.
20. In case of any dispute, decision of the competent authority of NIELIT Haridwar will be final.

Sd/-  
**Director In-Charge**