

NIELIT, Chandigarh

**Details of essential qualification and experience etc. for the post of DISTRICT MANAGER on contract basis
with a Client Department against the advertisement published in the newspapers –
“Hindustan times” & “Daily Ajit” dated 18/02/2017**

S N	Name of the post	No. of posts	Place of posting and no. of posts	Monthly Consolidated Remuneration per month (CTC)	Duration	Minimum Essential Qualification	Job Profile	Post qualification Work Experience	Age Limit (in years)
1	District Manager	13	Moga - 1 Amritsar – 2, Faridkot – 1, Pathankot – 1, Kapurthala – 2, Tarntaran – 2, Jalandhar – 2, Nawanshahar – 2, Barnala - 1	Rs 20,500/- (Rs 16,500 + Rs 500 for mobile phone, Rs 500 for internet data card and Rs 3,000 for TA/DA)	Initially upto 31/03/2018. May be extended on yearly basis based on performance.	Graduate in any discipline with “CCC” level proficiency in computers from DOEACC / NIELIT or Graduate in any discipline with at least 6 months Diploma in Computers. or BCA or B.SC(CS/IT) Should be resident of the same District.	1. Travel across the District at the Gram Panchayats and Common Service Centres. 2. Good people management and communication skills. 3. Result oriented and self motivated for working in rural areas and across reporting structure. 4. Should be able to communicate in local language and have proficiency in verbal and written communication in English. (Please also see separate Role & responsibilities for this post)	Minimum of 2 yrs of work experience in e-Governance / Sales & Marketing / field job.	35