

ADVT-No. : FMG-01/01-2019

Date of Advt. : 11-01-2019

NIELIT Chandigarh

Details of essential qualification, experience etc. required for different posts on contract basis

Sr. No.	Name of the post	No. of posts	Place of posting	Monthly Consolidated Remuneration per month (CTC)**	Duration (DD/MM/YY)	Essential Qualification	Duration of Post qualification work experience, if required	Job role and responsibilities	Punjabi passed in Matric (Y/N)	Duty in shifts (Y/N)	Max. Age Limit (years)
1.	SENIOR Faculty	1	Training wing, at NIELIT Chandigarh .IETE Building, Chandigarh	Rs. 20,000/-	Initially For 6 months	BE/ B.Tech (Electronics/Computer Science/Information Technology)/MCA/ NIELIT B Level with knowledge of Java /PHP/.Net/CCNA Or MSc in Electronics/Computer Science/Information Technology with one year experience in Java /PHP/.Net /CCNA	Preference would be given to candidates having teaching experience	Teaching and administrative work.	N	Y	40 yrs
2.	FRONT OFFICE COUNSELOR	1	Training wing, at NIELIT Chandigarh .IETE Building, Chandigarh	Rs. 18,000/-	Initially For 6 months	BCA Or Graduation in any discipline with PGDCA from NIELIT/recognized university Or NIELIT A level Or B.Tech/BE in CS/IT/Electronics)	Preference would be given to candidates having good communication skills	Handling reception job and administrative work.	N	Y	30 yrs

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Details of essential qualification, experience etc. required for the contractual post of Data Entry Operator at Rohtak, Haryana

SN	Name of the post	No. of posts	Place of posting	Monthly Consolidated Remuneration per month (CTC) **	Duration (DD/MM/YY)	Essential Qualification	Post qualification work experience	Job role and responsibilities	Duty in shifts (Y/N)	Age Limit (Years)
3.	Data Entry Operator	1	Rohtak (Haryana)	Rs. 10,100/-	Till 31.03.2019. Likely to be extended based on performance and project requirement.	12 th Pass with 6 months course in computers.	NIL	Data Entry of Input Forms & checking of lists.	N	Upto 40 years

** Employer's share of EPF etc., as applicable, will be paid extra.

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Details of essential qualification, experience etc. required for posts of Data Entry Operators on contract basis for Data Entry work at NIELIT Chandigarh Office at Mohali

SNo.	Name of the post	No. of posts	Place of posting	Monthly Consolidated Remuneration per month (CTC) **	Duration (DD/MM/YY)	Essential Qualification	Post qualification work experience	Job role and responsibilities	Punjabi passed in Matric (Y/N)	Duty in shifts (Y/N)	Age Limit (years)
4.	Data Entry Operator	10	NIELIT Chandigarh office at Mohali	Rs. 12,250/-	Initially upto 31-03-2019	Graduate	Six months experience in data entry / Computer Operator	Data Entry work on six days a week basis.	Yes	No	35

** Employer's share of EPF, if applicable will be paid extra.