

NIELIT Chandigarh

Details of essential qualification, experience etc. required for different posts on contract basis against the advertisement 06/03/2018

S N	Name of the post	No. of posts	Place of posting	Monthly Consolidated Remuneration per month **	Duration (DD/MM/YY)	Essential Qualification	Post qualification work experience	Job role and responsibilities	Duty in shifts (Y/N)	Age Limit (years)
1	Sub-Centre Manager	4 (1 in each location)	Rohtak, Jhajjar, Yamuna nagar and Kurukshetra	Rs 19500/-	Till 31/08/18 Likely to be extended based on performance/ co-terminus with the project contract 31/08/18	MCA OR M.Sc(CS/IT)	In case of M.Sc(CS/IT), atleast 1 year experience in software-development / data processing and 6 months experience in overall centre management	Centre management, data processing job of electricity billing and other official work assigned.	N	Upto 50 years
2	Assistant Programmer	11 (3 each in Kurukshetra, Yamuna nagar, and Rohtak) and (2 in Jhajjar)	Rohtak, Jhajjar, Yamuna nagar and Kurukshetra	Rs. 10,600 /-	Till 31/08/18 Likely to be extended based on performance/ co-terminus with the project contract.	BCA OR BSC(CS/IT) OR Graduate in any discipline with a minimum of 6 months course in computers.	Atleast 6 months experience in data processing and knowledge of VFP (Visual Foxpro)	Data Processing Job of Electricity Billing and other official work assigned.	N	Upto 40 years

3	Data Entry Operator	14 (4 each in Kurukshetra, Yamuna nagar) and (3 each in Rohtak and Jhajjar)	Rohtak, Jhajjar, Yamuna nagar and Kurukshetra	Rs. 10100/-	Till 31/08/18 Likely to be extended based on performance/ co-terminus with the project contract.	12 th pass with 6 months computer course.	NIL	Data Entry of Input Forms & checking of lists.	N	Upto 40 years
4	Peon (MTS)	8 (2 in each location)	Rohtak, Jhajjar, Yamuna nagar and Kurukshetra	Rs. 8300/-	Till 31/08/18 Likely to be extended based on performance/ co-terminus with the project contract.	10 th Pass	NIL	To perform various office tasks.	N	Upto 40 years

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