

# **Walk In Interview on 30-09-2016**

## **Eligibility Criteria / Guidelines**

	<b>National Institute of Electronics and Information Technology, Chandigarh</b> (An Autonomous Scientific Society) Ministry of Electronics & Information Technology, Govt. Of India C-134, Phase-8, Industrial Area, Sector 72, SAS Nagar, Mohali (Ph.)-160071, Phone No :- 0172-2236465
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**NIELIT Chandigarh need following personel at Sr. No. 1 & 2 to be deployed on contract basis for DREAM Project NCPUL at New Delhi initially for a period upto 30.06.2017/or the currency of the project, whichever is earlier and to make a panel of the staff at Sr. No. 3,4,5,6.**

Sr No	Name of Post	Vacancies	Qualification	Consolidated/ Gross Remuneration	Age Limit
1	Executive (Finance)	1	Graduation in any discipline from any recognized University/Institution with al least 5 years post qualifications working experience in Finance, Accounts & Admin <b>Desirable :</b> a. Working Knowledge of Computers. b. Experience in execution and monitoring of Govt. Large projects.	Rs.30,000 /- pm	Min : 26 Yrs Max : 40 Yrs
2	Data Entry Operator	1	<b>Essential Qualifications:</b> 10+2 having knowledge of computer operation viz. MS Office etc. and urdu correspondence. Minimum Typing speed 20 wpm Test followed by interview.	Rs. 15,500/- pm	Min : 18 Yrs Max : 40 Yrs
3	Project Coordinator	For Empanelment	<b>Essential Qualification:</b> <b>a)</b> Retired Govt Officers not below the rank of under secretary level having following qualifications and experience. <b>b)</b> Graduate in any discipline from recognized University/Institution with atleast 10 years post qualification working experience in Admin & Accounts. <b>Desirable :</b> a. Working knowledge of Computers b. Experience in planning, execution and monitoring of Govt. Large Projects. c. MBA/PG Diploma in Management	Rs. 50,000/- pm	Max: 62 Yrs
4	Faculty Coordinator		B.E./B.Tech. in Electrical / Electronics <b>Desirable :</b> a. One year experience in execution and monitoring of projects.	Rs. 25,000/- pm	Min : 22 Yrs Max : 40 Yrs
5	Executive (HR)		Graduation in any discipline from any recognized University/Institution with al least 5 years post qualifications working experience in Personnel and Admin. <b>Desirable:</b> a. Working Knowledge of Computers. b. Experience in execution and monitoring of Govt. Large projects.	Rs. 30,000/- pm	Min : 26 Yrs Max : 40 Yrs
6	Support Staff		8th pass <b>Desirable:</b> a. 5 years service as Group D staff.	Rs.10,752/- pm	Min : 18 Yrs Max : 40 Yrs

**Note : -**

- 1. Registration of the candidates for the above posts will be done from 10:00 am to 12:30 pm.**
- 2. The place of posting for all the above posts is New Delhi.**