

National Institute of Electronics and Information Technology, Chandigarh
Puncom Building, C-134, Industrial Area, Phase-8, SAS Nagar (Mohali), Punjab – 160071

Website : nielit.gov.in/chandigarh
Phone No. 0172 – 2236464, 2236462

Guidelines/instructions regarding the MCQ/Typing test and interview for the eligible candidates who applied for the post of **Database Administrator and **Data Entry Operator** on contract basis for deployment with a Client Department against the advertisement dated 21/07/2016. The last date for receipt of the printed online application was 29/07/2016 (5 pm).**

1. The eligible and provisionally eligible candidates for the post of **Data Entry Operator** and **Database Administrator** must report in the Centre on 08/08/16 at 10.00 am and 11.00 am. They are required to bring their original testimonials for checking/verification after which they would be allowed to appear in the MCQ/Typing Test which will be held on the same day followed by interview of the shortlisted candidates.
2. The provisionally eligible candidates are required to submit the desired documents failing which they will not be allowed to appear in the MCQ/Typing test.
3. The eligible candidates for the post of **Data Entry Operator** will appear in the Computer Typing Test in English of 10 minutes duration which will be conducted from 10.45 am onwards. Candidates qualifying the Typing Test with a minimum speed of 20 correct words per minute will appear in the interview. The merit list will be prepared by adding the typing speed achieved by the candidates in the typing test and marks secured in the interview (of 30 marks) to be held on the same day from 11.30 am onwards.
4. The eligible and provisionally eligible candidates for the post of **Database Administrator** will appear in the MCQ Test of 1 hour duration to be conducted from 11.30 am onwards (70% Computer Science and 30% General Aptitude). Candidates securing atleast 40% marks will be allowed to appear in the interview (of 30 marks) to be held on the same day from 3.00 pm onwards. Against one post of Database Administrator, a maximum of 5 candidates in order of merit will be allowed to appear in the interview.
5. At anytime during the checking or later on, if any document, statement or any other information submitted by the candidate is found to be wrong or incorrect as per the selection/eligibility criteria, this Centre reserves the right to cancel the selection/contractual employment of the candidate.
6. No TA/DA shall be paid to the candidates for appearing in the test/interview.
7. No separate intimation will be sent to the candidates for the test/interview.
8. The number of posts and period of contract may vary at anytime as per the requirement of the project/user department.
9. The candidature of the candidates is subject to their eligibility regarding academic, professional qualifications and post qualification experience etc. and mere appearance in the Type Test/interview does not mean that the candidate is eligible for selection.
10. All notices and updates regarding these posts will be uploaded on the website of the Centre.
11. Candidates are advised to visit the website of the Centre regularly for the latest updates regarding this advertisement/posts/selection list.
