



**National Institute of Electronics and Information Technology
(NIELIT Delhi Centre)**

(An autonomous Scientific Society of Ministry of Electronics and IT (MeitY), Govt. of India)
Institutional Area, 16/1-2, Pankha Road, Near Sagarpur Police Station, D Block,
Janakpuri New Delhi 110058

Phone: : 8860851441 , Website: <https://nielit.gov.in/delhi>

Empanelment of IT Resource Persons purely on contract basis

Applications are invited from eligible candidates for empanelment of IT Resource Persons who may be deployed in Government Organizations in Delhi/NCR purely on contract basis (based on requirement). Online Registration for the same will be open from **24.01.2024 upto 04.02.2024**. For online registration and other details such as eligibility criteria, terms & conditions, locations, last date etc., kindly visit our website: <https://nielit.gov.in/delhi>.

Advt. No: 07/306/2023/NDL/FM

EXECUTIVE DIRECTOR



**राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान
(रा.इ.सू.प्रौ.सं दिल्ली केन्द्र)**

(इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी मंत्रालय भारत सरकार की स्वायत्त वैज्ञानिक संस्था)
संस्थागत क्षेत्र, 16/1-2, पंखा रोड, सागरपुर पुलिस स्टेशन के पास, डी ब्लॉक, जनकपुरी नई
दिल्ली 11005852

फोन 011-8860851441, वेबसाइट : <https://nielit.gov.in/delhi>

आईटी रिसोर्स पर्सन्स का संविदा के आधार पर पैनल बनाने हेतु

आईटी रिसोर्स पर्सन्स का पैनल बनाने के लिए पात्र उम्मीदवारों से आवेदन आमंत्रित किए जाते हैं , जिनको संविदा के आधार पर दिल्ली/एनसीआर के सरकारी विभागों में (मांग के आधार पर) नियुक्त किया जा सकता है। इसका ऑनलाइन रजिस्ट्रेशन दिनांक 24/01/2024 से 04/02/2024 तक खुला रहेगा। ऑनलाइन रजिस्ट्रेशन एवं अन्य विवरण जैसे कि पात्रता मानदंड , नियम व शर्तें, लोकेशन, अंतिम तिथि आदि के लिए कृपया हमारी वेबसाइट <https://nielit.gov.in/delhi> देखें ।

विज्ञापन संख्या: 07/306/2023/एनडीएल/एफएम

कार्यकारी निदेशक

National Institute of Electronics and Information Technology, Delhi Centre

Institutional Area, 16/1-2, Pankha Road, Near Sagarpur Police Station, D Block, Janakpuri New Delhi 110058

Eligibility Criteria against the Advertisement vide no. 07/306/2023/NDL/FM for empanelment of IT Resource Persons to be deployed in specific Govt. Department in Delhi/NCR on contract basis

S. No.	Name of The Post	Essential Qualification *	Consolidated Monthly Salary (Rs.)	Experience (after availing essential qualification) as on --04-02-2024 /Location (probably)
01.	Data Entry Operator- D	a) Graduation from recognized University b) Should possess typing Speed of not less than 35 wpm in English. c) NIELIT CCC/NIELIT IT O Level / NIELIT MAT O Level/ Min. six months Diploma in Computer Applications from Govt. University or Govt. recognized University/ Institutions	Rs.25000/- to 30000/-	3+ years Desirable: a) Experience as DEO in Govt./Semi Govt/Autonomous undertaking of Govt. b) Experience in Government projects and various roles like overall administrative duties Management of files and knowledge of Govt. rules Delhi
02.	IT Training & Support Executives – D	a)MCA/DOEACC B Level/ B.E./ B.Tech (Computer Science/ Information Technology / Electronics/ Electronics & Communication/ Electronics & Electrical/ Electronics & Telecommunication/ Electronics & Instrumentation) Or b) BCA/DOEACC IT-A Level/ BSC(IT)/ Post Graduate Diploma in Computer Application or higher	Rs. 44,900/-	For a) 2+ years For b) 3+ years Desirable: a) In-depth knowledge of Adobe/OneNote b) Excellent communication skills <u>Skill Set/Requirement:</u> Master Trainer: Providing IT support and Training in IT modules to Judicial Officers (dignitaries). Note: The candidate will have to provide training /customization at odd hours as per the requirement of dignitaries. Delhi

03.	<p>Sr. Consultant-M (Data Center Expert)</p>	<p>B.E./B.Tech(Computer Science/ Electronics/IT) OR MCA/MBA(Systems /IT) OR M.E./M.Tech (CS/IT/Electronics)</p> <p>Certified Data Center Professional (CDCP) and related certification will be a plus.</p>	Rs. 1,67,000/-	<p>Overall 10+ years in IT/Data Center related Projects. The Data Center specialist should have following key skills –</p> <ul style="list-style-type: none"> • Supervising maintenance, installation, and updates of data center systems, for both physical and software • Establishing the rules related to data accessibility and distribution • Establishing the parameters for data entry or storage of customers’ data • Ensuring the safety and protection of customers’ data • Managing the storage and distribution of data • Backing up data • Maintenance of equipment • Entertaining customers’ inquiries and issues • Recording the installations, upgrades, and maintenance of systems or software • Creating planning for capacity changes • Upgrading hardware or software used by the organization • Researching new technologies to be utilized in the organizations • Presenting new tools that could be used to improve efficiency or cutting costs • Ensuring a safe and secure facility to protect the systems and power configuration • Planning for any probable disruptions, problems, and emergency • Troubleshooting technical or IT related issues • Configuring, managing, and analysing automated system utilized in the organization • Ensuring precautions are set in place whenever power outages or malicious attacks occurred • Ensuring the operations are in compliance with the regulations and laws. <p>Delhi</p>
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04.	Consultant –CE	Bachelor's Degree in Technology or Engineering or equivalent in the field of Computer Science / Information Technology / Cyber Security / Electronics and Communications with atleast 60% marks in aggregate. OR M. Tech. in the field of Computer Science / Information Technology / Cyber Security / Electronics and Communications / MCA Degree, with at least 60% marks in aggregate Age Limit: upto 40 years	Rs. 60,000/- to Rs. 90,000/-	Minimum 5 years experience in the required domain field in areas of Cyber Security as per detailed responsibilities and tasks defined in para-2 (below) Desirable: Any certificate related to Cyber security: CEH/CISSP/CISA/ OSCP or Diploma in Cyber security Delhi
05.	Sr. Consultant –CE	Bachelor's Degree in Technology or Engineering or equivalent in the field of Computer Science / Information Technology / Cyber Security / Electronics and Communications with atleast 60% marks in aggregate. OR M.Tech. in the field of Computer Science /Information Technology / Cyber Security / Electronics and Communications / MCA Degree, with at least 60% marks in aggregate Age Limit: upto 40 years	Rs. 90,000/- to Rs.1,25,000/-	Minimum 10 years experience in the required domain field in areas of Cyber Security as per detailed responsibilities and tasks defined in para-2 (below) Desirable: Any certificate related to Cyber security: CEH/CISSP/CISA/OSCP or Diploma in Cyber security. Delhi
06.	Executive (HR)	a. Graduation in any stream b. Post Graduate Diploma in HRM with 60% marks Or Post Graduate Diploma in Business Management(HR) with 60% marks Or M.B.A. (HR) with 60% marks. c. Min. 6 months Diploma in Computer Application /Computer Science	Rs. 30,000/- to Rs. 36,000/-	2 years in relevant field. Delhi
07.	Junior Assistant (Exams)	10+2 with NIELIT Course on Computer Concepts (CCC) certification. Desirable: Certification in Data Entry	As per minimum wages of Labour Dept., GNCT of Delhi norms.	Minimum 1 year experience especially in examination related activities with good working knowledge of MS-Office Delhi.

Note: * The qualification of candidates must be from Govt. University or Govt. recognized University/ Institutions.

Para 2- Detailed Responsibilities and Tasks

1. Consultant (CE)

(a) Cyber security audit and VAPT

- Web Application and mobile application auditing (including Android, and iOS) vulnerability assessments, Compliance audits, Code Reviews
- Source Code Security Audit; inspect the source code for security weaknesses.
- Remote Vulnerability assessment and Security Testing of Web applications.
- Static Source code Vulnerability Audit and Security Testing of websites code.
- Review of authentication, authorization, session and communication mechanisms
- Research and Development of solution to mitigate Application level attacks.
- Review of third-party libraries
- Security validation of cryptographic functions and routines
- Evaluation of tools/solutions for Vulnerability Assessment and Penetration Testing

(b) Analyst /developer/auditor (expert areas)

- Tracking of cyber threat and vulnerabilities and analysis
- Vulnerability analysis, Support for Exploit testing, writing scripts, Advisory preparation
- Preparation of guidelines, case studies and white papers
- Providing assistance to senior analysts for tracking of incidents such as website intrusions/defacements, Spam, vulnerable and open services such as open DNS, open NTP, exposed databases etc and coordinating incident response with shift teams
- Determination of operational and implementation feasibility by evaluating problem definition, requirement analysis, solution design development of the proposed solutions.
- Preparation of specifications, designs, flowcharts, layouts, diagrams of the required application/software.
- Preparation and installation of solutions by determining and designing system specifications, standards, and programming.
- Providing information by collecting, analyzing, and summarizing development and service issues.
- Providing expert guidance to external/internal developers/programmers
- Improving overall development efforts by conducting systems analysis, recommending changes in policies and procedures, recommending platforms and products, testing and approving products.
- Development of scripts/programs according to the specific requirement different internal teams such as Operations/malware analysis/ Infrastructure Management
- Leading teams for development of Scripts for aiding in Malware analysis and forensics.
- Web application and mobile application auditing
- Source code review
- Evaluation of tools/solutions for VAPT
 - ISMS audits
- Auditing of Industrial Control Systems

2. Sr. Consultant (CE)

(a) Senior Analyst

- Acting as resource persons for handling critical incidents and performing analytical tasks in the area of malware/artifact analysis, cyber

- forensics, threat hunting, breach investigation, operationalization of decoy systems, log analysis, correlation of incidents, analytics
- Data Scientists including operationalization of big data analytics
- Identification of new scientific techniques in incident analysis
- Tracking cyber threats, vulnerabilities reported in various systems/platforms/devices and preparation of vulnerabilities notes and advisories for publishing on website of CERT-In
- Tracking of malware threats and preparation of virus alerts for publishing on website of CERT-In
- Tracking of emerging threats, wider exploitation of vulnerabilities and new cyber-attacks and preparation of current activity for publishing on website of CERT-In
- Finding new vulnerabilities in s/w widely used in constituency , Coordination for vulnerability remediation with stakeholders
- Analysis and taking actions of reported vulnerabilities in systems/websites/networks and processes of organisations in various sectors
- Exploit writing and testing, finding and evaluating new tools/solutions in open source for using and commercial domain for procurement, creating testbeds
- Coordination for tracking of incidents such as website intrusions/defacements, Spam, vulnerable and open services such as open DNS, open NTP, exposed databases etc and coordinating incident response with shift teams
- Scientific ways of log analysis, attacker attribution, trends in IP masquerading (proxy, vpn etc.) , Review of analysis reports, preparing trends reports
- Preparation of guidelines and best practices to prevent recurrence of incidents and enhancing security posture of organisations in various sectors
- To make repository of publicly released incident information in specific sectors such as finance, telecom, power, transport, defence etc for keeping abreast of the current threats and achieve readiness to study and implement early responses
- Collection and analysis of relevant information, reports and data and maintain to help respond to inquiries received from stakeholders and to assist with reviews of documentation such as security architecture designs and security operation procedures
- Providing training to constituency on various areas of cyber security
- Participating in International cyber drills
- Conducting cyber drills/exercises at national level, sectoral /state level and organization level
- Handling of activities related to bilateral / multilateral agreements (MoUs) on cooperation in the area of cyber security and other coordination related tasks.

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Empanelment of IT Resource Persons to be deployed in various Govt. Departments on contract basis (Adv. no. 07/306/2023/NDL/FM)

Terms & Conditions:

1. Applicants are required to apply online from **24-01-2024 to 04-02-2024** through the website <http://nielit.gov.in/delhi> (under Recruitment section). **No other mode of application will be accepted in any case.** In case the candidate is applying for multiple positions, separate application form for each position has to be filled and separate fee for each position has to be remitted. However, candidates applying for multiple positions are required to mention **the same e-mail id and contact number** in all applications.
2. The interested applicants are advised to go through the eligibility criteria carefully and ascertain themselves regarding their eligibility. The same is available at <http://nielit.gov.in/delhi>.
3. The application fees of ₹ 1000/- shall be charged from General/OBC category and ₹500/- from SC/ST/PWD/Women category through online mode only. Application Fee once paid is non-refundable and non-transferable in any case. Fee through any other mode like DD, Pay order, Cheque, Challan, etc. will not be accepted.
4. Successful submission of application will be considered only after payment of prescribed fees. NIELIT shall not be responsible for any broken transaction during online payment process.
5. For the position of Data Entry Operator-D, those candidates, whose application is successfully submitted, will be called for the Typing Test/Interview. Only those candidates, who are shortlisted after the Typing Test will be called for Document Verification on separate date. The candidates who clear both Typing Test and the Document Verification, will be empanelled as Data Entry Operator-D. The candidates may have to appear in Typing Test more than one time as per requirement on one or different days.
6. For the position of IT Training & Support Executives – D, Sr. Consultant-M (Data Center Expert), Consultant – CE those candidates, whose application is successfully submitted, will be called for the Interview/ written test. Only those candidates, who are shortlisted after the Written Test or Interview or both and clear the Document Verification, will be empanelled as IT resource persons.
7. Date of Interview/ written Test/typing test (if any) and Document verification will be informed after last date of submission of form. The same will be published at <http://nielit.gov.in/delhi>. Candidates are advised to check the website regularly. **Interview/Tests and Document Verification will be conducted at NIELIT Centre, Delhi for NCR/Delhi location. For other location, NIELIT will intimate separately. If there is any change in location, same will be informed.**
8. The shortlisted candidates will be empanelled for deployment on projects of Govt. Depts./NIELIT Delhi in Delhi/NCR purely on contract basis based on requirement from departments, initially for the period of six months (which may be further extended based on requirements/performance of the candidate) or upto NIELIT's contract period with the client whichever is earlier. **NIELIT does not guarantee to deploy all shortlisted candidates from panel.**
9. Final selection of candidates for hiring will be based on the performance of the candidates in the Interview and as found eligible as per prescribed criteria. **NIELIT reserves right to conduct written test or skill test for screening the candidate at**

any time during the process of empanelment, if felt necessary.

10. **Empanelment means the shortlisted candidates will be in the panel of NIELIT for three years. They may be deployed in the Govt. departments/ NIELIT as per department requirements purely on contract basis. Mere empanelment does not ensure deployment in any department. The deployment of the empanelled candidate in any department is subject to his/her suitability during the formal interaction which may be conducted by user department.**
11. No TA/DA will be provided to candidates for appearing for the Interview/Written Test/ Document Verification etc.
12. The place of deployment will be Delhi/NCR. Candidates must be willing to travel to any place outside Delhi as part of their job. **They may have to work on shift/ rotational basis as per department requirement.**
13. The qualification of the candidates must be from recognized University/Institution.
14. Candidates with last semester result awaited or incomplete degrees are not eligible to apply.
15. Candidates must bring at least one original Photo ID proof and all original Mark sheets/ degrees/ testimonials/ post qualification experience certificates (including the Experience letter of the current place of working)/ one passport size photo and their SELF ATTESTED photocopies on the day of the Document Verification for verification purpose otherwise they will not be allowed to appear in the interview. The cutoff date for calculating age, qualifications, experience etc. will be the last date of submission of the form i.e. 04-02-2024. In case, last date is extended, the date of determining eligibility will not change.
16. The name of the candidate in the application form must be the same as mentioned in the certificate of class X. In case the candidate has changed his name subsequent to Class X, the evidence to that effect should be furnished at the time of interview.
17. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
18. NIELIT Delhi has the right to accept or reject the application without assigning any reason thereof.
19. The applicants are advised to visit the website of NIELIT Delhi <http://nielit.gov.in/delhi> regularly for schedule of Document verification/Written Test/Typing Test/Interview or any update. No separate communication shall be made in any other form.
20. This advertisement is for creation of a panel. The selection for empanelment does not provide any right to candidate to claim for deployment. Candidates may be called only as per requirement of NIELIT Delhi.
21. The candidates selected / empaneled through this advertisement will purely be based on the requirement of client organization & the candidates so selected / empanelled will not hold any right for any sort of appointment in NIELIT i.e contractual or regular. Upon selection, an undertaking to this effect need to be furnish by the candidate before being placed at client organization.
22. In case of any disputes, Legal jurisdiction will be Delhi.
23. For any problem in Online submission of application, please mail at empanelment.help@gmail.com.
