

Engagement of Staff for TEQIP Cell and their Consolidated Pay per month

Name, Post, Qualification and their consolidated fee / pay per month.

S. No.	Post	Qualification	Consolidated fee/pay per month.
1.	Program Manager/ Consultant Age Criteria:- Should not exceed 50 years as on date of Advertisement.	M.Tech in IT/CS. Minimum 02 years' experience Excellent working Knowledge in software system, Experience in DBMS and Analysis first hand experience in SRS (software requirement specification) and FRS (functional requirement specification) Document creation along with web form screen design so that development team can understand and deliver on the user requirements fast, GATE Qualified /World Bank project experience candidates will be preferred. Mode of engagement- On contractual basis for a project period of approx 3 years (subject to review of performance on annual basis).	50,000.00
2.	Accounts Assistant Age Criteria:- Should not exceed 35 years as on date of Advertisement.	M.com/MBA (Finance)/CA-Inter, minimum 03 years of working accountancy experience in any govt. organization/PSU/Educational Institute/reputed firm knowledge of Accounting procedure & basic computer knowledge. Mode of engagement- On contractual basis for a project period of approx 3 years (subject to review of performance on annual basis).	30,000.00
3.	Office Assistant Age Criteria:- should not exceed 35 yrs as on date of Advertisement.	Post Graduate in any discipline from Govt. recognized Institute. Minimum 03 years experience in any govt. organization/PSU/Educational Institute/reputed firm. Knowledge of office procedure. A good knowledge of computer application and secretarial practices. Knowledge of English, Hindi typing. Mode of engagement- On contractual basis for a project period of approx 3 years (subject to review of performance on annual basis).	30,000.00
4.	Messenger Cum Helper Age Criteria:- should not exceed 35 yrs as on date of Advertisement.	Intermediate from any Govt. recognized institute or equivalent. Minimum 01 year working experience. Mode of engagement- On contractual basis for a project period of approx 3 years (subject to review of performance on annual basis).	15,000.00

1) Interested person may send their Application in the format at Annexure-1 by e- mail and Post to the following Address:

Email Id: ncechandi2008@gmail.com

Postal Address: - Principal, Nalanda College of Engineering Chandi Nalanda

The candidate applied through email will have to come in the interview with original copy (if selected for interview)

2) Last date for receipt of the application will be the 15th day from the date of publication of the advertisement in the newspaper.

GENERAL TERMS & CONDITIONS

1. Applications will be accepted through email/Post.
2. If candidate wishes to apply for more than one post, separate application should be submitted.
3. The candidates are advised to have a valid e-mail ID and Mobile no. on which all the communication shall be forwarded to them.
4. Only Indian Nationals are eligible to apply for the above positions.
5. The candidates have to submit the scanned copies of their educational / experience/ eligibility criteria along with the Online Application in order to support their claims for the post he/she has applied for.
6. Documents in support of (i) Qualifications (ii) Experience & (iii) Age, etc have to be produced in “originals” as and when called for group discussion and / or interview
7. The relaxation in the experience criteria and fixation/re-fixation of consolidated fee/pay for the post/(s) shall be revised and any other instructions issued in this regard from time to time subject to approval of BoG, N.C.E.Chandi.
8. The place of Interview will be at NCE, Chandi (Nalanda)
9. Engagement of staffs will be on full working day basis and their place of work shall be at NCE, Chandi (Nalanda).
10. The prescribed eligibility qualification and experience should have been acquired as on **date of advertisement**. Qualifications should be from approved recognized institutions.
11. The selection process will be based on academic qualifications and experience and will also include group discussion/written aptitude test (WAT)/marks basis and/or interview as may be decided depending on the total number of eligible applicants.
12. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be summarily rejected at any stage of the selection process and action as may be deemed, as per the criminal laws of the country, may be taken anytime.
13. Candidates are informed that mere submission of applications OR fulfilling of the eligibility criteria does not entitle them to be called for interview / selection. Call letters and other information pertaining to this recruitment will be sent to shortlisted candidates by email and letter. Applicants should ensure that the “e-mail id” given in the online application is maintained active.

14. The Advertisement Number and Online Application Number may be noted for future reference.
15. The college authority reserves the right to upgrade the eligibility criteria, in case a large number of application are received and also increase or decrease the number of posts, as per its discretion without assigning any reason thereof.
16. The above ranges of the consolidated fee/pay per month mentioned on the table are on consolidated basis and are inclusive of all allowances, etc.
17. **It is to be clearly noted that all the above appointments are is purely on Contractual basis. The engagement dose not confer any claim on the candidate to see any other temporary/permanent employment with NCE, Chandi (Nalanda)**
18. **The engagement shall be for project period subject to review of performance on annual basis which is also mentioned in the post advertisement column.**
19. No. TA/DA will be given for interview or any process for the appointment.
20. Principal NCE, Chandi (Nalanda) reserves the right to discontinue the contractual engagement with one month's prior notice.
21. The last date of receipt of application is 15th day of date of publication of the advertisement in the newspaper.

Note:- The College Administration reserves the right to cancel/modify withdraw/postpone this recruitment notice.