

**Important Instructions to the Candidates called for Interview for the posts of Scientist E
and Scientist F in NIC**

1. Please ensure to bring the call letter and the duly filled-in check list form to the interview venue, failing which candidate will not be allowed to appear in the interview.
2. Only Candidate will be allowed to enter the Interview Venue
3. The fact that you have been called for interview does not confer any right to be treated as eligible in all aspects for appointment or to be considered for interview. Your candidature for interview is provisional and subject to fulfilling **all the conditions of eligibility** as prescribed for the post as per the Advertisement No.: **NIELIT/NIC/2022/2** and verification of documents before the interview. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down as on the **crucial date** (21/11/2022) prescribed for the post of Scientist 'E' / 'F'. On actual verification of your original documents, if you are found not fulfilling any of the criteria, you shall not be allowed to attend the interview, and your candidature shall be forthwith cancelled.
4. **You will be required to produce the Original Certificates in support of your claims pertaining to Age, Educational Qualifications, Experience, Journal publications, Conference papers, Category, Physically challenged, NOC and other relevant documents at the time of document verification prior to interview. One set of self-attested photocopies of all documents are also to be submitted at the verification desk. You are therefore, advised to produce the documents in the order as specified in the check-list form. (Failure of submission of documents as above will lead to disqualification and you will not be allowed to attend the interview).**
 - a. **Matriculation/ Equivalent Certificate showing your date of birth (in Christian era)** as issued by the State/Central Education Board.

Note:- Certificates issued by Principal/Headmaster of the School/Institution where studied, Admit Card of Matriculation Examination/School Leaving Certificate etc. will not be accepted as proof of age. [*Age and Date of birth to be entered in the check list form*]
 - b. **Mark lists of Matriculation (Class X).** [*Mark list Number to be entered in the check list form*]
 - c. **Mark lists of Intermediate (10+2)** clearly showing the marks obtained in Physics, Chemistry, and Mathematics as applicable. [*Marklist Number to be entered in the check list form*]
 - d. **Certificate and Mark lists of essential qualification and M.Tech & MPhil, if any with all mark sheets.** In case grading system is followed by Board/University/Institution you are required to produce a conversion formula issued by the concerned Board/University/Institution for calculating equivalent percentage of marks. (For educational qualification(s) acquired through distance mode, it must be ensured that such qualification(s) has the approval of Distance Education Council, New Delhi for the relevant period viz. the period during which the qualification(s) were acquired, otherwise admission to interview shall not be allowed, and your candidature shall be liable to be rejected at any stage, even after final selection / nomination to the post.) [*Certificate/ Marklist Number to be entered in the check list form*]
 - e. **Certificate of Ph.D, if any** [*Certificate Number to be entered in the check list form*]
 - f. **Certificates in support of claim regarding experience**, indicating the type of organization (Govt./Semi-Govt./ private), and nature of duties performed, area of work and the functions of the organization where such experience was gained.

- g.** Candidates working with Central Govt./State Govt./PSU/Autonomous Bodies have to furnish 'NOC' at the time of interview. The 'NOC' should also confirm that **no disciplinary /Vigilance case is either pending or contemplated against you**
- h.** Certificate from the Employer (in case you have claimed age relaxation under experienced candidate) in support of your claim that you have completed three years regular service on the prescribed date and also the Departmental endorsement/certificate with particulars, duly verified by your office, in case age relaxation has been sought or claimed accordingly.
- i.** **Copy of one page description to indicate the experience gained in the relevant field, in about 250 words as already submitted**
- j.** **Copy of Statement of Purpose (SOP in- maximum 100 words) as already submitted**
- k.** **Copy of all Journal publications and Conference papers presented as submitted in the application.**
- l.** Certificates/documents to prove your category under SC/ST/OBC/EWS/Ex-serviceman /Physically Handicapped (wherever applicable) **valid as on application closing date 21/11/2022** (issued by the competent Authorities and in the format as prescribed in the detailed advertisement in support of your claim.
- i.** Candidates who have applied under OBC (NCL) category and have submitted OBC (NCL) certificates in the prescribed format but the certificates do not carry latest amendments to the creamy layer notification issued by DOPT for determination of their creamy layer status, are required to obtain fresh certificate valid on closing date of application i.e., 21/11/2022 in the prescribed format from the competent authority and produce it (in original) at the time of interview, failing which his / her claim will not be taken into account and he/she will not be allowed to attend interview.
- ii.** Complete Discharge Certificate in support of your claim of being in Ex-serviceman category.
- iii.** The certificate for PWD must clearly indicate the percentage of disability and should be in the format specified in the detailed advertisement.
- m.** Candidates must bring one Original Govt. recognized photo identity proof, failing which candidates will not be allowed to appear in the interview. Valid ID proofs are Aadhaar Card, Passport, PAN card, Driving License, Voter ID card and Govt. Issued ID Card with Photo.
5. Please note that **date, time and venue of interview is final** and no request for change will be entertained. In case you fail to attend the interview, it will be presumed that you are not interested in the post and your candidature will be treated as "cancelled". No further correspondence will be entertained in this regard.
- 6. NO TA/DA will be paid for attending the interview.**
7. NIELIT will not be responsible for late/non-receipt of the call letter over email due to email connectivity issue at your end. You may contact recruit@nielit.gov.in, if not received by 18th August 2023
8. Candidate is requested to confirm his/her presence for the interview latest by 21st August 2023 through email to recruit@nielit.gov.in
9. Candidates are requested to check website (<https://www.calicut.nielit.in/nic21/>) regularly for further information/updates.
10. Canvassing in any form will result in cancellation of your candidature.

11. After successful document verification, candidate will not be allowed to leave the venue till the completion of interview for any reason whatsoever.
12. Possession and usage of Mobile Phones or any other electronic gadgets by the candidate inside the interview premises is strictly not allowed.

Any violation in this regard will lead to disqualification of his/her candidature.

Advisory: Candidate must follow COVID-19 protocol issued by Ministry of Health and Family Welfare from time to time.

**NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION
TECHNOLOGY, CALICUT**

**CHECK LIST FOR DOCUMENT VERIFICATION FOR ATTENDING INTERVIEW FOR THE POST OF
SCIENTIST 'E'/ SCIENTIST 'F' IN NIC – ADVT. NO. NIELIT/NIC/2022/2**

Sl. No	Candidate Details			Verified	Remarks
1	Application ID.				
2	Name of the Candidate as in Application form (in CAPITAL)				
3	Father's Name				
4	Identity Proof Type with No.				
5	*Category Certificate No & date of issue [For SC/ST/OBC-NCL/EWS applicants]				
6	*PWD Certificate with Percentage of Disability [No & Date of issue]				
7	Govt. Service/ Ex-Serviceman Certificate No				
8	Age & Date of Birth (dd/mm/yy)				
9	Claimed age relaxation? If so, category under which claimed	Y/ N			
10	Class X Mark Sheet [Marklist. No.]				
11	Class XII Mark Sheet [Marklist. No.]				
	% of marks in	Physics	Chemistry	Mathematics	
12	B.Tech /B.E/MCA/MSc/B Level/AMIE [Mention name of Degree] Certificate. No				
	College /University				
	Branch/Specialization	Year of Passing	% marks		
13	M.Tech /M.Phil Certificate. No [Mention name of Degree]				
	College /University				
	Branch/Specialization	Year of Passing	% marks		

Sl. No	Candidate Details			Verified	Remarks
14	Ph.D Certificate. No		Field & Topic		
15	** Experience Certificate				
	Certificate No	Name of Employer	Period of Employment		
16	NOC Number, Date of Issue and Name of Employer				
17	** Total No of Journal Publications	International	National		
18	Total No of Papers published in conferences				
19	Additional Qualifications, if any				

* if applicable

** As submitted in the Application Form

Date:

Signature of the Candidate

OFFICE USE

Verified the above documents & allowing the candidate to appear for interview vide Advt. No. NIELIT/NIC/2022/2.

Certificates Verified by (Name & Signature)

Certificates Counter Verified by (Name & Signature)