

Intelligent Communication Systems India Ltd. (ICSIL)

**Administrative Building, 1st Floor, Above Post Office
Okhla Industrial Estate, Phase-III, New Delhi-110 020**

Online applications are invited for the post of **Computer Operator/Data Entry Operator** purely on Contractual / Outsourced basis to be deployed in Delhi Jal Board , **GNCT of Delhi**.

The candidate shall apply online through ICSIL's website www.icsil.in (under Career section) within a time slot given below:-

Opening time 12:00 (Noon) on 03/03/2022

Closing time 12:00 (Noon) on 04/03/2022

The details of the vacancies are given as under:-

Name of Post & Number of Posts	Educational Qualification	Additional Qualification	Wages	Age Limit
Computer Operator/Data Entry Operator (10 Nos.)	12 th Pass from recognized University/Board with aggregate marks of 40% and above.	Diploma/course done in the field of computers will be given preference	As per minimum wages act of GNCTD for 12th.	18-40 Year as on the date of advertisement

NOTE: PROFICIENCY IN TYPING IS NEEDED.

TERMS & CONDITIONS:-

1. One time Registration Fees of Rs. 1,000/- (Non-refundable) shall be charged at the time of final joining after selection.
2. The interested applicants are advised to go through the Eligibility Criterion carefully and ascertain themselves regarding their eligibility.
3.
 - i) The short listing of candidate(s) for the panel will be based on scrutiny of documents related to their age, qualification, and experience etc. and as found eligible as per prescribed criteria and subsequent interaction of candidate by the department.
 - ii) Finally selected candidate(s) by the department shall be considered for deployment on purely contractual / outsourced basis for a fixed period or till expiry of the contract or till regular incumbents join posts.
4. ICSIL does not guarantee any deployment of all the shortlisted candidate(s).

5. No TA/DA will be given to the candidate(s) for appearing for the Interaction/documents verification etc. when called.
6. The place of deployment will be anywhere in Delhi/NCR. The candidate(s) may have to work in shift(s)/rotational basis as per departmental requirement. No extra conveyance will be paid by ICSIL.
7. The Candidate(s) must produce original documents in respect of DOB, Qualification and Experience as per eligibility criteria, on the date of document verification and interview/interaction otherwise they will not be allowed to appear in the interview/interaction.

The candidate(s) shall follow all the Covid-19 SOPs during document verification and subsequent interview/interaction failing which they shall not be considered.

8. The details of the candidate in the application form must be the same as mentioned in the certificate of Class 10th, PAN Card and Aadhaar Card. In case the candidate has changed his/her name subsequent to Class 10th, the evidence to that effect should be furnished at the time of interaction/documents verification also.
9. Canvassing/trying to influence ICSIL's employees to secure the job in any manner shall disqualify the candidate(s).
10. ICSIL has a right to accept or reject the application(s) without assigning any reason thereof.
11. ICSIL has the right to withdraw this advertisement at any time without giving any notice.
12. Candidate(s) must furnish correct information regarding their age, qualification and experience while submitting the online form.
13. An incomplete application shall be summarily rejected.
14. The Candidate(s) must keep on watching ICSIL's website (www.icsil.in) for any corrigendum/notification in respect of this vacancy.
15. In case the information filled online is incomplete and not matching the prescribed criteria, the application will be rejected on the basis of form filled and ICSIL is not liable to call them for document(s) verification/any round of screening thereafter.
16. In case at any stage of recruitment process the documents/information provided by the candidate(s) is found fake or misleading his/her candidature is liable to be rejected.