



NITCON LIMITED

(a Government Organisation, serving since 1984, ISO 9001:2015 certified, CIBIL Rank-1)

Advertisement No. NITCON/HR/Vacancy/2026-27/1

NITCON Limited is looking to expand existing team with engagement of Go-Getter candidates on regular scale for the position of:-

- 1) Chief Executive Officer,
- 2) Manager (Consulting),
- 3) Manager (Skill Development),
- 4) Assistant Manager (Accounts),
- 5) Assistant Manager (Skill Development),
- 6) Assistant Manager (Manpower Deployment),
- 7) Assistant Manager (Digital Governance / Information Technology).

The present place of opening would be at **New Delhi / Chandigarh** office, but the openings are transferable as per requirement of service.

Details are given below:-

CHIEF EXECUTIVE OFFICER

Particulars	Details
Educational Qualification	Essentially graduate with professional qualification as MBA/ ME/ M. Tech/ MCA/ CA are the basic requirements of the incumbent.
Experience	The candidate with minimum experience of more than 20 years in the private or public sector will be best suited for the position. NITCON wishes to drive its business growth in below listed areas and the candidate with prior exposure in these areas will be preferred:- <ul style="list-style-type: none">• Project Consultancy and Advisory Services.• Energy Audits and Assessments.• IT / IT enabled businesses, services and supplies.• Capacity building through Skill & Entrepreneurship Development.• Manpower Planning & Recruitment Services.• Undertaking social sector projects for management and deployment of CSR funds for Corporates. Knowledge of analysis of financial statements & ratios.
Roles & Responsibilities	<ul style="list-style-type: none">• Responsible for driving organisational growth and business development initiatives to achieve the annual targets and objectives set by the Management.• Report directly to the Managing Director on business performance, growth initiatives, and operational matters.• Develop and maintain effective liaison with Government Departments, Ministries, Corporates, and other key stakeholders.• Provide strategic direction and leadership for effective execution of consultancy and business operations.



Particulars	Details
Skill Set	Possesses strong strategic leadership, business development, stakeholder management, and decision-making skills with sound knowledge of Government policies, consultancy operations, and financial management. Excellent communication, relationship management, and team leadership abilities with a result-oriented approach towards organisational growth and effective project execution.
Age Limit	Maximum 50 years (as on 01.06.2026) Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade Director (Sch.) (120,000 to 280,000) CTC : Rs. 3,35,299/- per month

The calculation of pay scale is attached separately.

MANAGER

Particulars	Details
(A) Consulting	
Educational Qualification	B.E./B.Tech. Preference may be given to candidates possessing higher educational qualifications.
Experiences	Minimum 7 years experience in Project Consulting, DPRs preparation, Feasibility Reports, RFPs, Project Supervision, Business Development. Experience with Govt. entities preferred.
Roles & Responsibilities	Business development; liaison with government organizations/bodies to generate lead and to submit techno-commercial proposals.
Skill Set	Analytical ability, proposal writing, communication, presentation, business acumen.
Age Limit	Maximum 45 years (as on 01.06.2026). Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade E4 (70,000 to 2,00,000) CTC : Rs. 1,95,591/- per month
(B) Skill Development	
Educational Qualification	Graduate from recognized university. Preference may be given to candidates possessing higher educational qualifications.
Experience	Minimum 7 years relevant experience in skill eco system like NSQF/STT/ RPL etc. for trainings.
Roles & Responsibilities	Planning & execution of training programmes; liaison with Govt. agencies; coordination with field teams; monitoring & reporting.
Skill Set	Programme management, coordination, have proficient communication & soft skills, MIS/dashboard management, computer proficiency.
Age Limit	Maximum 45 years (as on 01.06.2026). Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade E4 (70,000 to 2,00,000)



Particulars	Details
	CTC : Rs. 1,95,591/- per month.

The calculation of pay scale is attached separately.



ASSISTANT MANAGER

Particulars	Details
(A) Accounts	
Educational Qualification	Graduate in Commerce (B.Com) / M.Com qualification from a recognised institution/university.
Experience	Minimum 5 years of relevant experience in accounts, finance, taxation, budgeting, audit, and statutory compliance in Government / PSU / Private Sector organisations.
Roles & Responsibilities	<ul style="list-style-type: none"> To record all types of vouchers i.e. receipts, payments, contracts and journal. To maintain Bill Book & Receipt Book. Reconciliation of assignments in hand and recoverable including recovery of old receivable. Checking and verification of Bank Account statements. Ensure compliance with financial rules, procedures, and internal control mechanisms. Assisting in statutory compliances and preparation of necessary documents. Maintaining and preserving all the accounting records.
Skill Set	Knowledge of accounting principles, taxation, Tally/ERP, MS Office, MIS reporting, and coordination skills.
Age Limit	Maximum 35 years (as on 01.06.2026). Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade E3 (60,000 to 1,80,000) CTC : Rs. 1,67,649/- per month
(B) Manpower Deployment	
Educational Qualification	Graduate from recognized university. Preference may be given to candidates possessing higher educational qualifications.
Experience	Minimum 5 years of experience in manpower deployment, labour law compliance, and client coordination. Experience with Govt. entities preferred.
Roles & Responsibilities	<ul style="list-style-type: none"> Assisting in manpower planning and deployment activities. Coordination with clients and vendors for manpower requirements. Support in handling RFPs/Tenders and documentation. Conducting preliminary interviews and maintaining deployment records. Ensuring timely deployment and client support services.
Skill Set	Good communication, interpersonal skills, coordination ability, documentation handling, and computer proficiency.
Age Limit	Maximum 35 years (as on 01.06.2026).



Particulars	Details
	Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade E3 (60,000 to 1,80,000) CTC : Rs. 1,67,649/- per month
(C) Skill Development	
Educational Qualification	Graduate from recognized university. Preference may be given to candidates possessing higher educational qualifications.
Experience	Minimum 5 years relevant experience in skill eco system like NSQF/STT/ RPL etc. for trainings.
Roles & Responsibilities	Assisting in planning and execution of training programmes. Coordination with Government agencies and training partners. Monitoring training activities and maintaining MIS reports. Supporting mobilisation and field coordination activities. Preparation of progress reports and documentation.
Skill Set	Programme coordination, have proficient communication & soft skills, MIS/dashboard management, computer proficiency.
Age Limit	Maximum 35 years (as on 01.06.2026). Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade E3 (60,000 to 1,80,000) CTC : Rs. 1,67,649/- per month
(D) Digital Governance / Information Technology	
Educational Qualification	B.E. / B.Tech. (Computer Science/ IT), MCA or equivalent from a reputed University.
Experience	Minimum 5 years' experience in IT projects, project management & systems development, including IT governance and regulatory compliance, business development, RFP/tender responses, proposal formulation, project coordination. Experience with Govt. entities preferred.
Roles & Responsibilities	Digital governance initiatives; IT systems management; e-governance support; coordination with stakeholders.
Skill Set	IT systems knowledge on the NUDM, UPYOG, AMRUT 2.0, Digital Property Tax, Digital India, UMANG, e-office, etc.
Age Limit	Maximum 35 years (as on 01.06.2026). Age relaxation upto 3 years can be given for the deserving candidates.
Pay Scale	Grade E3 (60,000 to 1,80,000)



Particulars	Details
	CTC : Rs. 1,67,649/- per month

The calculation of pay scale is attached separately.

Terms & Conditions:

1. For applying on the above, a link with "Application Form to Apply" is placed at website www.nitcon.org/Career Selection will be made as per the prescribed norms and requirement of the job.
2. The applications are invited online through website www.nitcon.org only. No other means/mode for the receipt of application will be considered.
3. No TA/DA will be paid to the candidates for attending the interview.
4. For any clarification, please drop a mail at hrm@nitcon.org
5. Only eligible and qualified candidates as per the requirement of individual vacancy based on application submitted along with required enclosed documents shall be called for the interview.
6. NITCON Limited is fully authorized to accept or reject any application without assigning any reason. Mere filling the registration form will not confirm your suitability/selection for the post. The candidate has no right to ask for any clarification/reason for rejection of application.
7. The eligible candidates will be called for interview and confirmation for their appearances for their interview shall be communicated through their e-mail as mentioned in their Application Form.
8. The duly filled Application Form along with enclosures submitted will be considered for evaluation. Separate/ additional documents submitted shall not be considered for evaluation. So, before filling up the Application Form and submission of documents, please look carefully to ensure correct and complete submission.
9. The present place of opening would be at **New Delhi / Chandigarh**, but the openings are transferable as per requirement of service.
10. The existing personnel engaged in NITCON either on Contract or on Payroll are eligible to apply if they meet out the Educational Qualification & Experience Criteria, irrespective of their present level of working / designation.
11. The management reserves the right to relax the criteria and that shall be purely at the discretion of management.
12. The candidate has to submit duly filled signed Application Form along with self-attested scanned documents as under:
 - a. Class 10th Mark sheet and Certificate.
 - b. Class 12th Mark sheet and Certificate.
 - c. Graduation Mark sheet & Degree.
 - d. Post-Graduation Mark sheet & Degree.
 - e. Diploma Certificate, if any.
 - f. Additional qualification details, if any
 - g. Caste Certificate, if any.
 - h. Work Experience details and related documents.

Note:

- ✓ The size of the PDF should not be more **10 MB**.
- ✓ Last date for submission of application form is **17.06.2026**



**Chief Executive Officer**

Grade Director (Sch.) 1,20,000 to 2,80,000

		(Rs.)
Particulars		Proposed Emoluments
	Basic Pay	1,20,000
		54.10
	Dearness Allowance*	64,920
		30.00
	HRA	36,000
		35.00
	Other Allowances	42,000
		%
1	Gross Salary	2,62,920
		12.00
	Less: EPF Employee Share	22,190
		%
2	Take Home Salary	2,40,730
		12.00
	Add: EPF Employer Share	22,190
		%
		14.00
	Add: NPS	25,889
		%
	Add: Gratuity $[(15 / 26 \times \text{basic pay plus DA})/12]$	8,890
	Add: Leave Encashment Contribution $[\text{((BP+DA)} * 30/30)/12]$	15,410
		30
		days
3	Add: Total Terminal Benefit	50,189
	CTC per month (Rs.) 1 + 2 + 3	3,35,299

*Prevailing DA.

Taxes, if any, shall be deducted as per rules.

HRA Rate (30%, 20% or 10%) will be as per the classification of cities according to CPSE rules applicable to NITCON w.r.t. place of posting.



Manager

Grade E4: 70,000 to 2,00,000

		(Rs.)
Particulars		Proposed Emoluments
Basic Pay		70,000
Dearness Allowance*	54.10 %	37,870
HRA	30.00 %	21,000
Other Allowances	35.00 %	24,500
1 Gross Salary		1,53,370
Less: EPF Employee Share	12.00 %	12,944
2 Take Home Salary		1,40,426
Add: EPF Employer Share	12.00 %	12,944
Add: NPS	14.00 %	15,102
Add: Gratuity [(15 / 26 x basic pay plus DA)/12]		5,186
Add: Leave Encashment Contribution [$((BP+DA) * 30/30)/12$]	30 days	8,989
3 Add: Total Terminal Benefit		29,277
CTC per month (Rs.) 1 + 2 + 3		1,95,591

*Prevailing DA.

Taxes, if any, shall be deducted as per rules.

HRA Rate (30%, 20% or 10%) will be as per the classification of cities according to CPSE rules applicable to NITCON w.r.t. place of posting.



Assistant Manager

Grade E3: 60,000 to 1,80,000

		(Rs.)
Particulars		Proposed Emoluments
Basic Pay		60,000
Dearness Allowance*	54.10 %	32,460
HRA	30.00 %	18,000
Other Allowances	35.00 %	21,000
1 Gross Salary		1,31,460
Less: EPF Employee Share	12.00 %	11,095
2 Take Home Salary		1,20,365
Add: EPF Employer Share	12.00 %	11,095
Add: NPS	14.00 %	12,944
Add: Gratuity $[(15 / 26 \times \text{basic pay plus DA})/12]$		4,445
Add: Leave Encashment Contribution $[\text{((BP+DA)} \times 30/30)/12]$	30 days	7,705
3 Add: Total Terminal Benefit		25,094
CTC per month (Rs.) 1 + 2 + 3		1,67,649

**Prevailing DA.*

Taxes, if any, shall be deducted as per rules.

HRA Rate (30%, 20% or 10%) will be as per the classification of cities according to CPSE rules applicable to NITCON w.r.t. place of posting.