



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

Walk-in-Interview for Empanelment of Vocational Trainers

Advertisement No. SVSU/25/AC&D/PB-Hiring/002

Date: 04.11.2025

Shri Vishwakarma Skill University (SVSU), Dudhola (Palwal), is India's first Government Skill University established by the Government of Haryana Act No. 25 of 2016. The University is running various Skill courses such as - Certificate, Diploma, Degree, Post Graduate Degree/Diploma, Skill Ph.D. etc. based on its dual education model, where apprenticeship/On the Job Training (OJT) has been integrated with the classroom training.

Shri Vishwakarma Skill University inviting application for the eligible candidates to attend the walk-in-interview for the empanelment of Vocational Trainer in the following sectors for the academic session 2025-26 scheduled on 06.11.2025 at 12:30 onwards

Post Code	Sector	Job Role
01	IT/ITeS Sector	Digital Mitra
02	Beauty & Wellness	Assistant Beauty Therapist
03	Apparel	Sewing Machine Operator

Reporting Time will be 09:00 AM

Date of Walk-in-Interview: 06.11.2025

Eligibility: as per the eligibility criteria by NSDC

Remuneration for Trainers: As per the total training hours defined by the QP or max to 5 months per Job Role @ Rs 20,000 per month.

Venue of the interview: Conference Room, Shri Vishwakarma Skill University, 3rd Floor
Takshila Bhawan, Dudhola, Palwal-121102

For detailed terms & conditions along with prescribed qualifications, eligibility criteria and selection criteria, please visit the University website www.svsu.ac.in

REGISTRAR



SHRI VISHWAKARMA SKILL UNIVERSITY

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Eligibility and Qualification/ Experience for the Posts of Vocational Trainers

S.no	Job Roles	Eligibility
1.	Digital Mitra	1. Graduate in computer science with a minimum of 2 years of sector-specific Experience. 2. Knowledge of Hindi / Sanskrit up to Matric standard or higher education.
2.	Assistant Beauty Therapist	1. 10th Class/I.T.I have (Diploma in Beauty or Cosmetology with 3years of Experience, out of which 2 years of sector sector-specific experience and 1 year of training experience 2. Diploma should be minimum of 6 months. 3. Knowledge of Hindi / Sanskrit up to Matric standard or higher education.
3.	Sewing Machine Operator	1. Graduate/ CITS) With 3 years of Experience, 2. Knowledge of Hindi / Sanskrit up to Matric standard or higher education.

The application fee for submission of the application form is as under:

For General category - Rs. 1000/-

For Others - Rs. 250/ (Other Scheduled Caste/Deprived Scheduled Caste of Haryana/ Backward Classes of Haryana/ Ex-Service Men of Haryana / Women of Haryana /EWS of Haryana)

Physically Disabled - Exempted from fees

Demand Draft/Online Payment in favour of:

Account Name	Joint Director, Assessment & Certification Department
Account Number	40324088561
IFSC Code	SBIN0002437
Branch Name	SBI, New Grain Market, Palwal

Terms & Condition:

1. The Candidate must be a citizen of India.
2. Good knowledge of computer applications will be a distinct plus.
3. The required qualification and relevant experience etc. for eligibility shall be determined as on the date of walk-in interview.
4. The candidates belonging to the category of PH (PwD i.e. Person with Disabilities) will Enclose necessary certificates with their application form from a Competent Authority in support of their claim of Disability. All such certificates should clearly mention the type of disabilities as defined in the Govt. letter dated 25.04.2018.
5. Selected candidates will be posted at **NTPC, Neemka, Faridabad.**
6. All qualifications must be from recognized Board/Universities/Institutes. The Candidates who have obtained qualifications from any Board/University/Institution declared fake or not recognized by respective regulatory bodies shall not be eligible. Qualifications obtained through distance mode are not admissible for teaching posts in science and technology. If a Grade Point System is adopted the CGPA will be converted into equivalent marks. Provide the relevant document of conversion of CGPA into equivalent marks along with application form.
7. The prescribed essential qualifications and experience indicated are bare minimum and mere possession of the same will not entitle any candidate for empanelment. The applications may be short-listed on the basis as deemed appropriate by the Competent Authority.
8. No TA/DA is payable for attending the interview for the posts.
9. In case, the candidates fail to bring originals and attach self-attested copies of testimonials, their application would not be considered and they will not be interviewed.
10. Concealment of facts or supply of wrong information will result in cancellation of candidature at any time in addition to legal action.
11. The Candidates are advised to keep on visiting the website of the University for Related Updates including any corrigendum/addendum. Further, no information in respect of this advertisement shall be published in the newspaper.
12. A candidate found ineligible at any stage of selection/norms his/her candidature will summarily be cancelled.
13. Canvassing in any form will be treated as disqualification.
14. The Chairman selection committee shall have the power to lay down the procedure in respect of any matter not mentioned above.
15. The University reserves right to cancel or postpone the interviews anytime or/ and not to empanel the post advertised without assigning any reason.
16. The University reserves the right to increase/ decrease the number of posts or it may not fill the post advertised without assigning any reason.
17. No separate information of the interview shall be sent.

- 18. The candidates are required to bring two sets of Application form and one set of self-attested documents along-with original at the time of interviews. If the payment made online a receipt should be attached.**
19. Empanelment for Vocational Trainers shall be for academic session 2025-26 & no claim of continuation of empanelment/regularization shall be entertained. The empanelment of vocational trainers will be engaged for teaching assignment from the panel as per the merit list of the panel after assessing the training load during the semester.
20. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing the appointment letter, the University reserves the right to modify/withdraw/cancel any communication made to the applicant in this regards.
21. Merely appearing in an interview shall not confirm any right of Empanelment as Vocational Trainer to the candidate.

(Registrar, SVSU)



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(Application for Empanelment of Vocational Trainers)

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Advertisement No.:

Post Applied for:

1. Name:
2. Father's Name:
3. Mother's Name:
4. Date of Birth:
5. Age as on:
6. Category.....(GEN/SC/ST/BC-A/BC-B/ESM/Others)
7. Gender: Nationality:
8. Aadhar No.:
9. Correspondence Address:
.....
10. Permanent Address:
.....
11. Email-ID:
- Mobile:
12. State to which you belong:

13. Educational Qualifications:

Examination Passed	Certificate / Degree (Specialization)	Board/ University	Month/ Year of Passing	Marks Obtained / Total Marks	Marks (%) / CGPA	Subjects
10th						
12 th						

Graduation						
Post-Graduation						
Any Other						

Candidates are required to confirm the following:

Sr. No.	Essential Qualifications	YES/No
(i)	Matric with Hindi/Sanskrit or Hindi as one of the subject in 10+2/UG/PG.	
(ii)	Proficiency in teaching in Hindi and English medium.	
(iii)	Knowledge of Computer Applications.	
(i)	Desirable Qualifications:	

14. Experience:

Sr. No.	Name of organization where employed	Designation	Period of Service		Nature of Duties	Total Monthly emoluments
			From	To		

15. Detail of Experience of: -

a. NSQF aligned education.

.....
.....
.....

b. Computer / IT skills and use of Technologies and Tools for learning (use separate sheet, if required)

a)

b)

16. Name, Address and Contact number of two references with whom the candidates has worked / known in the last preceding five years:

1. 2.....
.....
.....

17. List of copy of documents attached:

a)
b)
c)
d)

Declaration

I do hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in case of any particular or information furnished by me is found false/incorrect/incomplete or ineligible, my candidature is liable to be rejected or cancelled and even after appointment it is found false or incorrect, my services are liable to be terminated without any notice.

Signature of the applicant

Place:.....

Date:

N.B.: Every application must be accompanied by self-attested photo copies of documents in support of claims made by the candidate in respect of date of birth, academic qualifications, practical training, experience, caste, projects.

DECLARATION

I _____ hereby undertake that, I have read all the information and instructions given in Advertisement (Advertisement No. _____ Dated _____) on the website i.e. www.svsu.ac.in & svsuskillschool.ac.in and the above information given by me is correct. I understand that my application shall be rejected if:

- i) the information is not correct or ii) all the required certificates and documents are not attached iii) application is incomplete.

I am not arrested, prosecuted, kept under detention, or bound down/fined/convicted by a court of law for any offence or debarred/disqualified by any Public Service Commission from appearing at its Exam/Selections or debarred from taking any Exam/rusticated by any University or any other Educational authority/Institution or there is no case pending against me in any court of law, University or any other educational authority/Institution. I hereby undertake that if any information is found to be false even after my empanelment as Guest faculty, I will be removed from the empanelment list and will be liable for penalties equivalent to emoluments drawn till date.

Date:

(Full Signature of Candidate)

Place:

Check List (For official use only)

Sr. No	Documents to be matched with Application and verified with the original documents	Yes/No	Remarks (if any) (Document Verification Committee)
1	Matric/Secondary documents		
2	10+2/Intermediate documents		
3	UG documents		
4	PG documents		
5	Diploma Documents		
6	Experience (Yrs) a) Teaching b. Industry c. Research		
7	Matric with Hindi/Sanskrit or Hindi as one of the subject in 10+2/UG/PG.		
8	Any Other Qualification (i)		

Discrepancy (if any) noted by the document verification Committee (Yes/No) _____

Discrepancy details (if yes):

Recommendations of Eligibility for Interview:

All documents verified from originals:

(i) Signature:

(ii) Signature:

(Name of official):

(Name of official)