



**SHRI VISHWAKARMA SKILL UNIVERSITY**  
(State University enacted under the Government of Haryana Act 25, 2016)  
Plot No. 147, Sector - 44, Gurugram, website: [www.svsu.ac.in](http://www.svsu.ac.in)

**Rolling Advertisement for Empanelment of Master Trainers**

**Advertisement No.: SVSU/CB/2021/02**

**Date: 15/07/2021**

Shri Vishwakarma Skill University (SVSU), Dudhola, Palwal (Haryana), is India's first Government Skill University established by the Government of Haryana Act 25, 2016, which is functioning from its Transit Office Campus at Gurugram. 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 class room training.

The university has been recognized as Assessment and Certification Body for conducting training in NSQF compliant qualifications for which the approvals have been obtained from NSDA/NCVET vide Gazette notification no. 449 dated 05.12.2019.

The University is inviting online applications for empanelment of master trainers for conducting TOT and TOA program for various job roles/QPs in different sectors in the State. The details of pay and allowances, application fee, sector wise job roles/QPs along with prescribed qualifications, experience, eligibility criteria and selection criteria are as under

- 1. Pay and Allowances:** As per University norms.
- 2. The application fee:** A Demand Draft of Rs.200/- (two hundred only) in favour of **Registrar, Shri Vishwakarma Skill University**, payable at Gurugram submitted at the time of Interview.
- 3. Sector wise Job roles:** Applications are invited for empanelment of master trainers in various job roles under different sectors as per the details given below:

Sr. No.	Sector(s)	Job Role(s)	NSQF Level
1	Aerospace and Aviation	Aerospace Structural Engineer (Elective 2: Analyst)	6
2	Apparel	Assistant Fashion Designer	4
3		Fashion Designer	5
4		Hand Embroider	4
5		Sewing Machine Operator	4
6		Sampling Tailor	4
7		Self Employed Tailor	4
8		Export Assistant	4
9	Automotive	Sales Consultant (Automotive Finance)	4
10	Beauty & Wellness	Pedicurist & Manicurist	3

11	BFSI	Accounts Executive	7
12		Accounts Executive (Accounts Payable & Receivable)	7
13	Construction	Assistant Electrician	3
14		Multi Skill Technician- Fabrication	3
15	Plumbing	Plumber (General)	3
16	Electronics	Field Technician - Networking and Storage	4
17		Field Technician- Computing & Peripherals	4
18		Field Technician - Air Conditioner	4
19		Solar Panel Installation Technician	
20		Mobile Phone Hardware Repair Technician	4
21		CCTV installation technician	4
22		Field Technician - other home appliances	4
23		IT Coordinator in school	4
24	Food Industry Capacity & Skill Initiative (FICSI)	Craft Baker	4
25	Healthcare	General Duty Assistant	4
26		front line health care	3
27		Emergency Medical Technician - Basic	4
28	IT-ITES	Junior Software Developer	4
29		Domestic Data entry Operator	4
30		Domestic IT helpdesk Attendant	4
31		Associate - Desktop Publishing (DTP)	7
32	Leather	Stitching Operator (Footwear)	4
33		CAD CAM Operator (Footwear)	4
34		Cutter operator (Footwear)	4
35	Logistics	Documentation Assistant	4
36		Warehouse Packer	3
37	Management	Unarmed Security Guard	4
38	Retail	Retail Trainee Associate	3
39		Retail Sales Associate	3
40	Sports	Fitness Trainer	4
41	Telecom	Sales Executive (Broadband)	4
42		customer care executive call centre	4
43		Handset repair Engineer-II	4
44		Telecom terminal equipment application developer (Android)	4
45		Broadband Technician	4
46	Tourism & Hospitality	Front Office Associate	3

47	Capital goods	CNC operator turning	3
48	Agriculture	Floriculturist-protected cultivation	4
49		Micro Irrigation technician	4
50		Tractor operator	4
51		Gardener	4

- Eligibility Criteria:** All candidates who apply need to possess the minimum educational qualification and industry (work) experience specified by the concerned SSC. However, the candidate must be certified master trainer in respective job roles.
- Online Application Link:** All eligible candidates can apply through online using the given link: <https://forms.gle/LsPbqwm8qR8icCNR7>
- Empanelment Criterion:** The empanelment criterion for certified master trainers is as follows

Domain Knowledge	Experience	Awards/Appreciation	Interview	Total
20	05 (One marks for each additional year). No marks will be awarded for the period up to minimum required years of experience	05 (One marks for each Awards/Appreciation; maximum up to 5)	20	50

- Last Date to apply:** This is a ROLLING ADVERTISEMENT and applications are invited throughout the year.

### General Instructions for Candidates

- The candidate must be a citizen of India.
- The candidate must be certified master trainer and must have a valid certification ID.
- The candidate must have experience of training of NSQF aligned Job roles/QPs.
- The candidate must not be blacklisted by MSDE/NSDA/NSDC/SSC.
- The candidates are advised to satisfy themselves about their eligibility before applying for master trainers for a specific job role in a particular sector. A valid Certificate issued from Certifying Agency is must along with other conditions laid down for qualification and experiences in Industry/Sector Experience.
- The prescribed qualifications and experiences are minimum and mere possession of the same does not entitle a candidate to be called for interview.
- Applications not accompanied with required documents, self-attested copies of degrees/certificates/mark sheets/experience certificates /category certificate/reprints etc. (if applicable) issued by the competent authority will be considered as incomplete and rejected. No enquiry in this regard will be entertained.
- Candidates will be allowed to update their qualifications, experience and other credentials in the application throughout the year.

9. Separate application forms along with requisite application fee must be submitted if applying for more than one job role along with requisite details.
10. Candidates must regularly visit the university website ([www.svsu.ac.in](http://www.svsu.ac.in)) for all the details and updates related to further processes.
11. When a sizable number of applications (as decided by the authority) are received, a cutoff date will be announced on the university's website considering the requirement in job role(s).
12. A notification to update the applications will be given through the university's website/email/SMS fifteen days prior to that cutoff date.
13. All qualifications and experiences will be considered up to the cutoff date and after this date, applications will be sent for scrutiny.
14. No TA/DA shall be paid to the candidates for attending the interview/any other assessment test.
15. The University reserves its right to place reasonable limits on the total number of candidates to be called for an interview. The number of such candidates will be decided by the Committee constituted by the University for the purpose.
16. Canvassing in any form will lead to cancellation of candidature.
17. In cases of any disputes, any suit or legal proceedings against the University, the territorial jurisdiction shall be restricted to the District Court Gurugram/Palwal, Haryana and Punjab and Haryana High Court, Chandigarh.
18. In case of any inadvertent mistake in the process of recruitment/selection, if detected at any stage even after the issue of empanelment order. University reserves the right to modify/withdraw/cancel any communication sent to the candidates.
19. The initial period of empanelment will be for 1 year and can be extended further on the basis of performance and as per University norms.
20. Candidate must have the following:
  - Complete knowledge of Vocational Education, Skill Development ecosystem and its stakeholders.
  - In-depth knowledge and understanding of Qualification Pack/National Occupational Standards and National Skill Qualification Framework.
  - Overall sectorial and industry knowledge, ability to analyze/collate demands and prepare a sustainable plan/models of skill programs/courses/work-study model and skilling framework.
  - Knowledge of training and assessment delivery modes viz. remote online, center-based digital and center-based non-digital assessments.
21. Candidate can visit the University website [www.svsu.ac.in](http://www.svsu.ac.in) or can contact for further queries (if any) via email: [admin.acd@svsu.ac.in](mailto:admin.acd@svsu.ac.in)

**(COE, SVSU, Palwal)**