



SHRI VISHWAKARMA SKILL UNIVERSITY

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

WALK-IN-INTERVIEW

Advt. No. SVSU/ 2022/ Estt. / Cont./014

The University invites the interested and eligible candidates to attend the Walk-in-interview for the following contractual posts scheduled on 09/12/2022 & 10/12/2022 at 09:00 AM in the Shri Vishwakarma Skill University, Transit office, Plot no. 147, Gurugram – 122003

| Post Code | Name of the Post | Remuneration/Salary | No. of posts & Category |
|-----------|-----------------------------|---------------------------------------|-----------------------------|
| 01 | Deputy Director | Consolidated Salary – Rs. 78,800/- pm | One (01) - UR |
| 02 | Sr. Skill Coordinator | Consolidated Salary – Rs. 48,600/- pm | One (01) - UR |
| 03 | Assistant Deputy Director | Consolidated Salary – Rs. 48,600/- pm | Two (02) 01- UR, 01 - SC |
| 04 | Assistant Skill Coordinator | Consolidated Salary – Rs. 32625/- pm | One (01) - UR |

Abbreviations: UR- Un-Reserved, pm – per month

The above mentioned posts are purely on contractual basis for 03 years to be extended on year on year basis based upon performance.

Terms & Conditions

1. The candidates should bring Original documents with filled application form (Annexure – 1) signed on each page by the applicant along-with all supporting self-attested documents.
2. The application fees for the application is as under
For General category - Rs. 1000/-
Others - Rs. 250/ (Scheduled Castes/ Backward Classes/ Ex-Service Men/ Women/EWS
Physically Disabled - Exempted from fees

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

3. The candidate should bring the Application fee at the time of interview in form of Demand Draft from any commercial bank in favor of **Registrar, Shri Vishwakarma Skill University, Payable at Gurugram**
4. The benefit of reservation and fee concession will be given only to those who are domicile of Haryana State.\
5. Separate application form is required to be submitted offline for each post with prescribed fee.
6. Candidate will be allowed to appear for the Interview subject to scrutiny of application as per the eligibility/qualification criteria. Candidates found not eligible by the scrutiny committee or who do not produce original documents shall not be allowed to appear in interview.

REGISTRAR



SHRI VISHWAKARMA SKILL UNIVERSITY

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Eligibility and Qualification/ Experience for Posts

| S. No | Name of Post(s) / mode of recruitment | No. of Post(s) | Consolidated Salary | Qualification/ Experience | Desirable |
|-------|---|----------------|---------------------|---|---|
| 1. | Deputy Director (Contract) | 01 | 78800/- | <p>(1) Master's Degree with at least 55% of the marks in Engineering, Management, Health-Care, Computer Science, Social Science.</p> <p>(2) A minimum of 10 years of teaching/Industry experience or experience in research at the University/National level institutions. And/or research papers.</p> <p>(i) Professional should have experience in any of the sectors viz. automobile, agriculture, apparel & textiles, IT&ITES, healthcare, Banking & Finance, retail, hospitality, electrical & electronics, construction, transport and logistics.</p> <p>(3) Knowledge of Hindi/Sanskrit up to Matric</p> | <p>a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders</p> <p>b) Have in-depth knowledge and understanding of National Standard & Qualification Framework</p> <p>c) Overall sectorial & Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework</p> <p>d) Establish national and international sectorial partnerships</p> <p>e) Support in establishing digital courseware</p> <p>f) IT skills are mandatory</p> <p>g) Preference will be given Ex-servicemen/retired employee.</p> |
| 2. | Assistant Deputy Director (Contract) | 02 | 48600/- | <p>(1) Master's Degree with at least 55% of the marks in Engineering, Management, Health-Care, Computer Science.</p> <p>(2) A minimum of 5 years of teaching/Industry experience or experience in research at the University/National level</p> <p>i) Professional should have experience in any of the sectors viz. automobile, agriculture, apparel & textiles, IT&ITES, healthcare, Banking & Finance, retail, hospitality, electrical & electronics, construction, transport and logistics.</p> <p>(3) Knowledge of Hindi/Sanskrit up to Matric</p> | <p>a) An outstanding professional with complete knowledge of vocational education, skill development ecosystem and its stakeholders</p> <p>b) Have in-depth knowledge and understanding of National Standard & Qualification Framework</p> <p>c) Overall sectorial & Industry knowledge ability to analysis / collate demands and prepare a sustainable plan/models of skill programs / courses / work-study model and skilling framework</p> <p>d) Support in establishing digital courseware</p> <p>e) IT skills are mandatory</p> <p>f) Preference will be given Ex-servicemen/retired employee.</p> |

| | | | | | |
|----|--|----|---------|---|---|
| 4. | Senior Skill Coordinator (Contract) | 01 | 48600/- | <p>(1) Master's Degree with at least 55% of the marks along with Good Academic Record from a recognized university</p> <p>(2) At least 5 years of experience around content and curriculum development in domain viz. banking & finance and IT & ITES. Proficiency to impart effective sales training skills</p> <p>i) Expertise in imparting training including soft skills, English communication skills and human resource development.</p> <p>3) Knowledge of Hindi/Sanskrit up to Matric</p> | <p>a) Ability to understand skill effectiveness methodology and enhancement mechanism</p> <p>b) Knowledge of handling classroom, student and overall learning management</p> |
| 5. | Assistant Skill Coordinator (Contract) | 01 | 32625/- | <p>(1) Bachelor Degree with at least 55% of marks from a recognized university</p> <p>(2) 5 years of administrative experience, also exposure in content and curriculum development in soft skills, proficiency to impart training.</p> <p>3) Knowledge of Hindi/Sanskrit up to Matric</p> | <p>a) Experience in data tabulation and analysis, exposure to digital platform and web based assessment</p> <p>b) Well versed in high impact presentation preparation skills</p> <p>c) Preference 1- 2 years of skills training</p> |



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(Application for Recruitment on Contract Basis)

Affix Recent
Passport
Size
Photograph
Duly Signed

- 1. Advertisement No. : _____
- 2. Post applied for : _____
- 3. Full Name : _____
(in Blocks)
- 4. Date of Birth : ____/____/_____(DD/MM/YYYY)
- 5. Age as on..... : _____
- 6. Gender : _____
- 7. Nationality : _____
- 8. Aadhaar No. : _____
- 9. Father's Name/
Husband's Name : _____
- 10. Mother's Name : _____
- 11. Address for : _____
Correspondence _____
- 12. Permanent Address : _____

- 13. Telephone No. : Mobile _____
Landline (with STD Code) _____
E-Mail _____
- 14. Category : _____ Gen/ SC/ST/ BC/ ESM/ Others
- 15. State to which you : _____
belong
- 16. Details of Educational Qualification (From matriculation/ SSC onwards)

| Examination Passed | Universities/ Board/ Institution/ Council of Examination | Month/ Year of Passing | Marks Obtained/ Total Marks | %age of Marks | Subjects |
|--------------------|--|------------------------|-----------------------------|---------------|----------|
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* Please attach relevant certificates.

17. Details of previous/ current employment: Give particulars below

| Name of the Organization | Period of Service | | Designation | Nature of duties performed | Total monthly emoluments |
|--------------------------|-------------------|----|-------------|----------------------------|--------------------------|
| | From | To | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

* Additional sheet may be enclosed for any other details of experience Please attach your latest detailed C.V
Please attach relevant documents in support of the above

18. State of Health : _____

19. If selected, specify the minimum required joining time : _____

20. Mention your knowledge in the field of computer (A separate sheet may be attached, if required)

21. Name, address and contact numbers of two references with whom the Candidates has worked/ known in the last preceding five years:

1.

2.

I hereby declare that all information given above are true, complete and correct. In the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirement of the relevant advertisement, my candidature may be cancelled, even after my appointment.

I undertake to abide by all the terms & conditions of the University.

Date:

Signature of the Candidate

Name of the Candidate