

# SVSU SKILL INNOVATORS FOUNDATION

(A section-8 company under the auspices of Shri Vishwakarma Skill University)

Advertisement No. SVSU/SSIF/Cont./2026/001

Date:12/05/2026

---

## **Application invited for the engagement of Chief Executive Officer.**

SVSU Skill innovators Foundation is a Section 8 company established under the aegis of Shri Vishwakarma Skill University in 2022, is seeking the eligible candidates for the post of Chief Executive Officer to drive our business.

The successful candidate will be responsible for developing and implementing business strategies, oversee in g daily operations, and ensuring compliance with all relevant laws and regulations. The ideal candidate will have at least 10+ years of overall experience in a senior management role, who has strong leadership skills, and a proven track record of achieving business goals and objectives. If you are a motivated self-starter with excellent communication and inter-personal skills, we encourage you to apply for this exciting opportunity.

### **Job Title: Chief Executive Officer - 01 Position.**

**Monthly Remuneration:** 1.80 Lac.

Responsibilities Description:

- 1. Strategic Leadership:** Providing overall strategic direction to the organisation, setting goals and ensuring alignment with the company's mission and vision. Developing business and entrepreneurship models in collaboration with industries for wage employment generation.
- 2. Financial Management:** Overseeing the organization's financial health, including budgeting, fund raising, and managing financial resources effectively through aligning Govt. schemes and engaging CSR and PSU's.
- 3. Governance and Compliance:** Working closely with the board of directors to ensure compliance with applicable laws, regulations, and internal policies.
- 4. Stake holder Engagement:** Building and maintaining relationships with customers, Investors, partners, government agencies, and community members.
- 5. Talent Management:** Leading and managing the organization's senior leadership team, providing guidance, support, and fostering a positive work culture.
- 6. Public Relations and Advocacy:** Representing the organization to the public, media, and other stakeholders, advocating for its mission and raising awareness about its work.
- 7. Strategic Partnerships:** Identifying and cultivating strategic partnerships with other organizations or entities to enhance the organization's impact

and reach.

8. **Risk Management:** Identifying potential risks to the organization and developing strategies to mitigate those risks.
9. **Performance Management:** Monitoring the organization's performance against goals and objectives, making necessary adjustments to ensure success.
10. **Innovation:** Encouraging innovation and creativity within the organization to drive growth and success.

## CEO Requirements:

### Essential:

Category	Criteria	Details
Essential	Educational Qualification	A Bachelor's Degree in any discipline along with a Master's Degree (preferably MBA) from a recognized University.
Essential	Overall Experience	Minimum 10+ years of experience in a senior leadership role in Government, PSU, or Profit making private sector organizations.
Essential	CSR Experience	At least 6+ years of experience in handling Corporate Social Responsibility (CSR) initiatives at a senior leadership level, such as Director/ Executive Director / CEO/ Additional CEO, or equivalent positions.
Desirable / Preference	Government/ Public Sector Exposure/ Corporate Coordination	Preference will be given to candidates having experience in facilitating coordination and handholding between Government Departments/Institutions and corporate entities, including Public Sector Undertakings (PSUs), along with prior work exposure in Government Departments, Boards, Trusts, or PSUs.

### Desirable:

1. The ability to generate funds for the company is highly desirable.
2. Ability to conceptualise, design new schemes, program that will impact social sector and generate funds from corporate and PSU's
3. The ability to think strategically and development of plans to achieve the organization's goals.
4. Strong financial skills, including budgeting, forecasting, and financial analysis.
5. Excellent communication and interpersonal skills to effectively communicate

with stake holders, employees, and the public.

6. Strong leadership skills to motivate and inspire employees, build effective teams, and drive organizational success.
7. The ability to identify complex problems and develop effective solutions.
8. A deep understanding of the industry and market trends, as-well as knowledge of relevant laws and regulations.
9. The ability to create and articulate a compelling vision for the organization's future.
10. The ability to adapt to changing circumstances and adjust plans as needed.

### **Application Fees:**

The application fee for submission of the application is as follows:"

For General category - Rs.1000/-

Others-Rs.250/- (Scheduled Castes/ST/Backward Classes/Ex-Service Men/Women//EWS) Physically Disabled - Exempted from fees

All applicants are required to submit a non-refundable registration fee as mentioned above in favor of the SYSU Skill Innovators Foundation, as per the details mentioned below:

<b>Account Name</b>	<b>SVSU SKILL INNOVATORS FOUNDATION</b>
<b>Account Number</b>	99931000010000
<b>IFSC code</b>	HDFC0004762
<b>Branch Name</b>	HDFC Bank Ltd. Dudhola Chowk, Near GT Road, NH-2, Pirthla, Palwal

### **General Instructions for Applicants applying for the above posts**

1. The candidate must be a citizen of India.
2. Candidates are advised to ensure that they satisfy the prescribed eligibility criteria before applying. No refund of application fee shall be permitted under any circumstances.
3. No TA/DA shall be paid to candidates for attending the interview or any other assessment/test.
4. The prescribed essential qualifications and experience are minimum, and mere possession of the same does not entitle a candidate to be called for an interview.
5. The University reserves the right to limit the number of candidates to be called for interview. The number of candidates will be decided by the duly constituted Selection Committee based on suitability and relevant experience. Only shortlisted candidates will be invited for the interview.
6. Candidates must submit their duly filled application form along with a complete resume, relevant documents, and experience certificates within

10 days of the advertisement publication. Applications may be submitted via email at [ssif@svsu.ac.in](mailto:ssif@svsu.ac.in) or sent in hard copy in the name of 'Mr. Punit Kumar, Clerk, SVSU Skill Innovators Foundation (SSIF), 3rd Floor, Takshila Bhawan, Shri Vishwakarma Skill University, Village Dudhola, Palwal, Haryana – 121102'. The envelope containing the application must be superscribed with 'Application for the Post of Chief Executive Officer'. Applications not accompanied by the required documents, including self-attested copies of degrees, certificates, mark sheets, experience certificates, and category certificates (if applicable), shall be treated as incomplete and will be rejected.

7. No correspondence or enquiry in this regard shall be entertained.
8. The University reserves the right to withdraw or cancel the advertisement at any stage without assigning any reason.
9. Canvassing in any form shall lead to immediate cancellation of candidature.
10. The service conditions and terms of appointment shall be governed by the decisions of the SVSU SSIF Board.
11. In case of any dispute or legal proceedings, the jurisdiction shall be limited to the District Courts at Palwal, Haryana, and the Hon'ble Punjab & Haryana High Court at Chandigarh.
12. Candidates are advised to regularly visit the University website ([www.svsu.ac.in](http://www.svsu.ac.in)) for updates and information regarding the recruitment process. No separate communication shall be issued by the University.
13. In case of any inadvertent error in the recruitment/selection process, detected at any stage, even after issuance of the appointment/empanelment order, the University reserves the right to modify, withdraw, or cancel any communication made to the candidates.
14. For any queries, candidates may contact: [ssif@svsu.ac.in](mailto:ssif@svsu.ac.in)

**Age Limit:** The maximum age limit for the post of Chief Executive Officer (CEO), SSIF shall be 42 years as on the closing date of submission of applications.

**Tenure:**

The engagement shall initially be for a period of three years, which may be extended further based on mutual consent.

**SD**  
**Director**  
**SVSU Skill Innovators Foundation**

# SVSU SKILL INNOVATORS FOUNDATION

(A section-8 company under the auspices of Shri Vishwakarma Skill University)

## (Application form)

Affix Recent  
Passport Size  
Photograph Duly  
Singed

1. Advertisement No. : \_\_\_\_\_
2. Post applied for : \_\_\_\_\_
3. Full Name : \_\_\_\_\_
4. Date of Birth : \_\_\_\_/\_\_\_\_/\_\_\_\_(DD/MM/YYYY)
5. Age as on the date of Application: \_\_\_\_\_
6. Gender : \_\_\_\_\_
7. Nationality : \_\_\_\_\_
8. Aadhar No. : \_\_\_\_\_
9. Family ID. : \_\_\_\_\_
10. Father's Name/  
Husband's Name : \_\_\_\_\_
11. Mother's Name : \_\_\_\_\_
11. Address for  
Correspondence : \_\_\_\_\_
12. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_
13. Contact No./ Mobile: \_\_\_\_\_
14. E-mail : \_\_\_\_\_
15. Category : \_\_\_\_\_ Gen/ SC/ST/ BC/ ESM/ Others)
16. State to which you belong: \_\_\_\_\_

### I7. Details of Educational Qualification (From matriculation/ SSC onwards)

S. No.	Examination Passed	University / Board / Institution / Council of Examination	Month / Year of Passing	Marks Obtained / Total Marks	%age of Marks	Subjects
1.						
2.						
3.						
4.						
5.						

\* Please attach self-attested relevant certificates.

18. Receipt Or Fee Submission attached (Yes/No) \_\_\_\_ Transaction No.: \_\_\_\_\_

19. Details OR previous/ current employment/ Own start-up/ Start-up experience: (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 self-attested relevant documents in support of the above.

20. State of Health : \_\_\_\_\_

21. If selected, specify the minimum : \_\_\_\_\_  
required joining time

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

23. 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**