



Shri Vishwakarma Skill University Dudhola Palwal

(Enacted by the Act 25 of 2016, State of Haryana)

Advertisement No. SVSU/18/ENTD/011

Walk- in –Interview for Recruitment of Assistant Deputy Director (Innovations) on Contractual basis

Shri Vishwakarma Skill University (SVSU), is India's first Government Skill University established by the Government of Haryana, which is functioning from its transit office and campus in Gurugram.

The University is running various skill courses such as - Certificate, Diploma, Degree, Post Graduate Diploma etc. based on its dual education model, where apprenticeship/On the Job Training (OJT) has been integrated with the class room training.

It is unique model of outcome based learning in which students are engaged with industry for On the Job Training for around 60% of total curriculum.

In the current academic session SVSU has rolled out few new Skill Programmes in association with various industries and organizations like - Hero MotoCorp, JBM Group, Concentrix, Trim India, East West Automation Tech, Gurugram Metropolitan Development Authority, IQVIA, Bikanerwala etc.

Walk in Interview for engaging of **Assistant Deputy Director (Innovations)** will be held as per Schedule given below:

1. For selection on contractual basis, engagement will be for a period of **Six months** initially.
2. Bring filled prescribed Application form and one self attested Copy of relevant testimonials and certificates along with the original testimonials and certificates at the time of interview in the office of the undersigned.
3. The University reserves the right to increase/ decrease the number of posts or it may not fill the post advertised without assigning any reason.
4. No separate information of interview shall be sent. **No TA/DA shall be paid by the University.**

22/12/18 (Saturday) at 11: 00 AM (Reporting Time)	Venue of Interview : SVSU Gurugram Transit Office at Plot No.147 Sector- 44 Gurugram- 122003
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Interested candidates can send advance copy of application form along with copy of certificates through email to pro.svsu@gmail.com

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Eligibility and Qualification/Experience for Post

Sr. No	Name of post / Mode of recruitment/Consolidated Salary	No. of Post	Qualification	Desirable
1	Assistant Deputy Director (Innovations) (Contractual) 6 months Rs 48600/-PM	01(UR)	<p>1. Master's Degree with at least 55% of the marks in Management/ Humanities or first class in two Year full time PGDM in related discipline declared equivalent by AIU/ accredited by the AICTE/UGC.</p> <p>2.Experience:</p> <p>(i) A minimum of 3 years' experience of Developing / Creating Policy document, Manual, Schemes, Policy making, Innovation, International regulations, Intellectual Property Rights etc.</p> <p>(ii) 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 standard or higher education</p>	<p>(a) Preference will be given people who have work in educations skill development sector/institutions or departments</p> <p>(b) Knowledge and understanding of National Occupational Standards & National Qualification Framework.</p> <p>(c) Overall sectorial & Industry Knowledge ability to analysis/ collate demands and prepare 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) IT skills are mandatory.</p> <p>(f) Preference will be given to postgraduate in management and Ex-servicemen/retired employee</p> <p>(g) Worked with any National or International Organization.</p>

Instructions to the candidates

1. The Candidate must be citizen of India.
2. All appointments will be as per the rules of University/ Haryana Govt.
3. Good knowledge of computer applications will be a distinct plus.
4. Knowledge of Hindi/Sanskrit upto matric level is essential.
5. The required qualification and relevant experience etc for eligibility shall be determined as on the date of Walk-in-Interview.
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 for consideration for any of the post advertised.
7. The prescribed essential qualifications and experience indicated are bare minimum and mere possession of the same will not entitle for selection/ interview. The applications may be short-listed on the basis as deemed appropriate by the Competent Authority.
8. The vacancy shown in advertisement is indicative and may increase or decrease at the discretion of the University at the time of selection. The University reserves the right not to fill the post advertised without assigning any reason.
9. No TA/DA is payable for attending the interview.
10. As per Ministry of Human Resource Development Notification No. 44 dated 01-03-1995 published in Gazette of India edition dated 10-06-2015, the Degree obtained through open Universities/ Distance Education Mode needs to be recognized by Distance Education Council, IGNOU. Accordingly, unless such Degrees had been recognized for the period when the candidates acquired the relevant qualification, they will not be accepted for the purpose of Educational Qualification.
11. Minimum three applications are mandatory for the post advertised for conducting the interview/test. If minimum three applications are not received for post, the interview/test will not be conducted by the University
12. Concealment of facts or supply of wrong information will result in cancellation of candidature at any time in addition to legal action.
13. The Candidates are advised to keep on visiting the website of the University for related updates including any corrigendum/addendum, date of test/interview/ list of shortlisted candidates etc. Further, no information in respect of this advertisement shall be published in the newspaper.
14. No correspondence what so ever will be entertained from the candidates regarding conduct/ result of Interview etc.
15. A candidate found ineligible at any stage of selection/norms his/her candidature will summarily be cancelled.
16. Canvassing in any form will be treated as disqualification.
17. The Chairman selection committee shall have the power to lay down the procedure in respect of any matter not mentioned above.

REGISTRAR



SHRI Vishwakarma Skill University (SVSU)

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Application for Recruitment of Assistant Deputy Director (Innovations)

1. Advertisement No. : _____
2. Post applied for : _____
3. Full Name : _____
(in Blocks)
4. Date of Birth : _____
5. Age as on the date of Walk-in-interview. : _____/_____/_____ (DD/MM/YYYY)
: _____
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 : Mobile _____
Landline (with STD Code) _____
13. Telephone No. : 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

* Please attach relevant certificates.

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

Name of the Organization	Period of Service		Designation	Scale with GP	Basic Pay	Total monthly Emoluments	Nature of duties performed
	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 is 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: _____

Certificate to be recorded by the employer while forwarding the application

Certified that the above particulars filled by Sh./ Smt.
_____ Designation _____ have been
verified and found correct. The date of his/ her appointment in the present substantive grade of
_____ is _____. It is also certified that no vigilance case is pending or
contemplated against him/her. Attested copies of his/ her ACRs for the last 5 years are enclosed.
Certified that no major/ minor penalties were imposed on the Officer during the last ten years of
his/ her service. In case the officer is selected he/ she will be relieved within 15 days of receiving
the intimation.

**Signature of the employing
Authority with stamp & date**