



SHRI VISHWAKARMA SKILL UNIVERSITY
(State University enacted under the Government of Haryana Act 25, 2016)

Date: 29.05.2026

ADVERTISEMENT NO. SVSU/2026/ESTT./CONT./014.

Shri Vishwakarma Skill University (SVSU) is first Government Skill University established by the Government of Haryana and have its permanent Campus at Dudhola, District-Palwal, Haryana. Skill Innovators Foundation has established Section 8 Company under the aegis of Shri Vishwakarma Skill University in 2022.

The University invites Offline applications from eligible candidates for the below mentioned post for a period of one year in the first instance, which can be extended further on year to year basis but not beyond three years on the basis of performance of work and Work and Conduct Report.

Name of Post: Chief Executive Officer (CEO)

Number of Posts: 01 (One)

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.

Monthly Remuneration: Rs. 1.80 Lakhs

Eligibility Criteria:

Category	Criteria	Details
Essential	Educational Qualification	Bachelor's Degree in any discipline and a Master's Degree from a recognized University/Institution with a minimum of 55% marks or equivalent grade either in Bachelors or in Masters.
Essential	Overall Experience	Minimum 10 years of experience in a senior leadership position in Government Departments, Public Sector Undertakings (PSUs), Autonomous Bodies, Boards, Trusts, Foundations, Societies, or reputed private sector organizations.

Desirable / Preference	CSR Leadership, Government Interface & Corporate Coordination	Preference shall be given to candidates having Master's Degree in Business Administration with at- least 05 years of experience in leading and managing Corporate Social Responsibility (CSR) initiatives at a senior level, such as Director, Executive Director, Chief Executive Officer (CEO), Additional CEO, or equivalent positions.
------------------------	---	--

Responsibilities Description:

1. **Strategic Leadership:** Providing overall strategic direction to the organization, 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.

1. The ability to generate funds for the company is highly desirable.
 2. Ability to conceptualize, 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 leader-ship 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.
- he 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:

Account Name	SVSU SKILL INNOVATORS FOUNDATION
Account Number	99931000010000
IFSC code	HDFC0004762
Branch Name	HDFC Bank Ltd. Dudhola Chowk, Near G.T. Road, NH-2, Pirthla, Palwal

General Instructions for the Applicants applying for the above posts

1. The candidate must be a citizen of India and must have knowledge of Hindi or Sanskrit upto matric or at higher level.
2. Candidates are advised to ensure that they must satisfy themselves that they fulfil the prescribed eligibility criteria/conditions before applying.
3. The application fee is neither refundable nor to be adjusted in future recruitment.
4. No TA/DA shall be paid to candidates for attending the interview or any other assessment/test.
5. The prescribed essential qualifications and experience are bare minimum, and mere possession of the same does not entitle a candidate to be called for an interview.
6. 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.
7. Candidates must submit their duly filled application form along with a complete resume, relevant documents, and experience certificates within 10 days of the publication of advertisement on University Website i.e. upto 10th June, 2026 (upto 5.00 P.M.) No application will be accepted/entertained on email or through fax or after the last date
8. 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.
9. No correspondence or enquiry in this regard shall be entertained.
10. The University reserves the right to withdraw or cancel the advertisement at any stage without assigning any reason.
11. Canvassing in any form shall lead to immediate cancellation of candidature.
12. The service conditions and terms of appointment shall be governed by the decisions of the SVSU SSIF Board.
13. In case of any dispute or legal proceedings, the jurisdiction shall be limited to the District Courts at Palwal, Haryana only.

14. Candidates are advised to regularly visit the University website (www.svsu.ac.in) for any update and information regarding the recruitment process. No separate communication shall be made by the University in this regard.

15. 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.

16. The envelope containing the application must be super scribed with '***Application for the Post of Chief Executive Officer***'. All applications received after the last date due to postal delay or any other reason will not be entrained and will be rejected outrightly.

16. The applicant must sign the filled application form on each and every page. Such signed copy of application form with all supporting self-attested documents should be sent at the following address: -

The Assistant Registrar (Establishment Branch), Administrative Block, Takshashila Bhawan, 2^{ns} Floor. Shri Vishwakarma Skill University, Dudhola, Palwal-121102 by 10.06.2026 upto 5.00 P.M.

**Sd/-
REGISTRAR**



SHRI VISHWAKARMA SKILL UNIVERSITY

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

(Application form)

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: _____

Affix Recent
Passport Size
Photograph Duly
Singed

I 7. 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