



GOVT OF ASSAM
ASSAM SKILL DEVELOPMENT MISSION
NAYANTARA BUILDING (5TH FLOOR)
SIXMILE :: GUWAHATI-781022

No. ASDM-94/2017/001

Dated Guwahati, the 15th Nov 2017

Applications are invited from job seekers published in the official website of ASDM www.asdm.assam.gov.in for engagement on contractual basis for following positions under Assam Skill Development Mission.

Posts in ASDM, North East Skill Centre Unit

Sl No	Name of the posts	Qualification	Experience	Salary (Fixed)	No of Vacancies	Age limit
1	Course Manager - Beauty & Wellness	Graduate degree or diploma in Beauty and Wellness from a recognized institute/university	Minimum 5 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	49,000/	01	30-40
2	Course Manager - Retail Services	Graduate degree or diploma in Retail Management from a recognized institute/university	Minimum 5 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	49,000/	01	30-40
3	Course Manager - Hospitality Operations (Housekeeping)	Graduate degree or diploma Hotel Management from a recognized institute/university	Minimum 5 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	49,000/	01	30-40
4	Course Manager - Food and Beverage Services	Graduate degree or diploma in Hotel Management from a recognized institute/university	Minimum 5 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	49,000/	01	30-40
5	Course Trainer - Beauty & Wellness	Graduate degree or diploma in Beauty and Wellness from a recognized institute/university	Minimum 3 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	25,000/	05	23-40
6	Course Trainer - Retail Services	Graduate degree or diploma in Retail Management from a recognized institute/university	Minimum 3 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	25,000/	05	23-40
7	Course Trainer - Hospitality Operations (Housekeeping)	Graduate degree or diploma Hotel Management from a recognized institute/university	Minimum 3 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	25,000/	08	23-40
8	Course Trainer - Food and Beverage Services	Graduate degree or diploma in Hotel Management from a recognized institute/university	Minimum 3 years of relevant industry experience and 2 years of experience as trainer/faculty in relevant field. Must be proficient in using IT tools and software and should be able to communicate effectively in English (Oral, Listening & Writing)	25,000/	08	23-40

Terms & Conditions :

1. Job seekers who are willing to apply may submit applications mentioning the **name of the post in the subject line** along with scanned copies of CV and supporting documents to recruitmentnesc.asdm@gmail.com from **15/11/17**.
2. Last date of submission of online application is **30/11/2017** (till midnight).
3. Candidates willing to apply for more than one post shall have to submit **separate application** for each post mentioning the **name of the post in the subject line**.
4. Persons employed in Govt./Semi Govt. Organizations/ Autonomous Bodies must submit their applications through their employers. A copy of **No Objection Certificate (NOC) to be attached**.
5. The engagement will be on contractual basis. Based on performance and requirement of the mission, contract may further be extended.
6. In addition to the fixed salary as mentioned above, selected candidate after joining will be entitled to get admissible allowances, benefits as per rules of the Assam Skill Development Mission. However, the benefits are subject to change, depending upon circumstances.
7. The short listed candidates have to appear for an interview and/or written test for which no TA/DA shall be paid.
8. Incomplete application shall be rejected without giving any information and only shortlisted candidates will be called for written test and/or interview.
9. Applications received via email will only be considered.
10. Degrees/Diplomas as referred above are those which have been awarded by a recognized university/institutions.
11. The Mission also reserved the right of rejecting any or all the applications without assigning any reasons thereof decision of the Mission will be final and binding in this regards.
12. Any dispute with regard to the selection/recruitment process will be subject Courts/Tribunals having jurisdiction over Guwahati.
13. For any other updates, the candidates are advised to visit this website regularly.
14. Canvassing in any form/bringing in any influence political or otherwise will be treated as a disqualification for the post “**INTERIM ENQUIRY WILL NOT BE ENTERTAINED**”

Sd/-

(Anand Prakash Tiwari, IPS)
Mission Director
Assam Skill Development Mission
Assam, Guwahati