

Resource Support Agency
TEXTILES COMMITTEE

Eligibility Criteria	
Position :	Technical Officer (Course Content Development & Training)
No of Position	01
Terms of Employment :	Purely on contractual basis for a period of one year or till the completion of Samarth Scheme whichever is earlier (Extension of contract after one year is subjected to performance)
Organization:	Textiles Committee
Division:	RSA (Resource Support Agency)
Place of Posting:	Mumbai
Age:	45 year (Maximum)
Educational Qualification (s)	Essential: Full time B.E/B. Tech in Textile Engineering/ Technology from an AICTE recognized university/Institute passed with minimum 60% of Mark Desirable: M.E/M. Tech in above discipline
Experience	Essential: At least 2 years experience in Textile industry. Or 2 years of teaching experience in an AICTE recognized university/ institute. Desirable: Knowledge of designing course content /training modules and/or training to the workers of Textile & clothing industry in imparting skill developmental training
Emoluments	Consolidated pay up to Rs. 35,000/- (Emoluments may differ as per experience & qualification). No other perquisites or allowances will be admissible other than the consolidated pay
Job Responsibilities	a) Assisting in Developing and Standardizing course content for new Job Roles under Samarth and review and editing of course content for existing job roles b) Assisting in Development of Trainer's support material including handbooks, question bank for variety of examination tools. c) Assisting in Mapping out Training Plans, designing and developing Training Programs for Trainers, Assessors and Training needs of other stakeholders of Samarth. d) Assisting in Standardizing Training Protocols and monitoring Training of Trainers, Training of Assessors and other training needs of Samarth e) Assisting in Coordinating multiple training events and choosing appropriate training methods on case to case basis. f) Assisting in Develop, maintain and update e-learning tools for trainers, e-journals, newsletters, FAQs g) Any other work assigned by RSA
Skills Requirements	a) Familiarity with traditional and modern job training tools & methodologies. b) knowledge of trends and development in training, organizational development, new technology needs in textiles, employment engagement intervention in textiles industry c) Writing skills in English and working knowledge of more Indian languages will be preferable d) knowledge of Intellectual property Rights (IPR) like Copy Right Act of India. e) knowledge of Learning Management Systems and web-delivery tools, experience in working with all tools & application softwares relating to document actions (eg. MS office, Google docs etc.,) & data handling.