

Resource Support Agency
TEXTILES COMMITTEE

Eligibility Criteria	
Position :	Consultant (Assessment)
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:	55 year (Maximum)
Educational Qualification (s)	<p>Essential:</p> <p>a) MBA and</p> <p>b) Degree in Textile Engineering/Technology or from an AICTE recognized university (full time only) passed with minimum 60% of Mark</p> <p>Desirable:</p> <p>M.E/M.Tech in the above discipline</p>
Experience	<p>Essential:</p> <p>5 years experience in a well organized Textile industry out of which three years in the managerial capacity.</p> <p>Desirable:</p> <p>Domain experience of 3 year in the field of Training/ Skill Assessment</p>
Emoluments	Consolidated pay upto Rs. 60,000/- (Emoluments may differ as per experience & qualification). No other perquisites or allowances will be admissible other than the consolidated pay
Job Responsibilities	<p>a) Developing, maintaining, updating and troubleshooting of Assessment Protocol and all other such documents like Question Bank for variety of examination tools.</p> <p>b) Processing of the applications for empanelment/ renewal etc of Assessment Agencies, Assessors and continuous monitoring of their performance</p> <p>c) Conducting/ coordinating and monitoring periodic Competency Evaluation Program for accreditation of assessors</p> <p>d) Overseeing and participating in monitoring, scoring, processing of a variety assessment tests under Samarth</p> <p>e) Supervising in preparing accounting statements, processing assessment fee</p> <p>f) Accuracy for all data quality and smooth operation of assessments process</p> <p>g) Any other work assigned by RSA</p>
Skills Requirements	<p>a) Strong analytical ability for data analysis relating to assessment</p> <p>b) Knowledge of on-line assessment methodologies</p> <p>c) Working knowledge of other Indian languages apart from Strong communication(especially written skills) in English and Hindi.</p> <p>d) Develop, maintain and update e-learning tools for trainers, assessors, e-journals, newsletters, FAQs</p> <p>e) Knowledge & experience in working in all tools and application software relating to documentation & data handling (eg. MS office, Google docs etc.)</p>