सूक्ष्म लघु एवं मध्यम उद्यम मंत्रालय,भारत सरकार
Ministry of Micro, Small & Medium Enterprises Government of India.

DIVISIONAL OFFICE
KHADI AND VILLAGE INDUSTRIES COMMISSION
1st Floor, Maitry Willows, Sir Bezonji Mehta Marg, Gandhi Sagar, Nagpur
Contact No.
E-mail: kvicngp@gmail.com

Join KVIC as a Professional Training Associate (PTA)

Are you passionate about empowering other with valuable skills? Do you have expertise in one of the following areas? Divisional Office, Khadi and Village Industries Commission, KVIC invites you to be a part of our dynamic team as a Professional Training Associate (PTA). We are seeking passionate and experienced individuals from the Vidarbha Region. We offer a wide range of course aimed at empowering individuals with essential skills for sustainable livelihood.

Courses Offered (indicative):

1. Basic & Fashion Tailoring
2. Agarbatti & Candle Making
3. Detergent Powder & Phenyl Making
4. Basic & Advance Perfume Making
5. Basic &Advance Bakery & Cake Icing
6. Basic & Advance Beautician
7. Basic & Advance Jewellery Making
8. Rangoli and Mehandi
9. Tourism Crash Course
10. Wheel Pottery & Terracotta Jewellery
11. Artificial Flower Making & Paper Conversion
12. Mobile Repairing
13. Warli, Kalamkari, Madhubani, Calligraphy
14. Masala Making & Fruit Processing
15. Digital Marketing/Tally ERP/Digital Designing/DTP/Photography
16. Basic Electric Equipment & Home Appliance Maintenance
17. Photography Basic/ Advance/ Candid

* or any other courses providing self-employment

The appointment will be based on the following conditions:

Eligibility Criteria:

Educational Qualification:

* Relevant degree/diploma/certification in the respective field from recognized education board/University as per UGC/AICTE

Experience:

* Minimum of 3 years of teaching/training experience in the relevant course.
* Having experience in imparting Skill Development Training and empanelled with State/Central Government Government Agencies/Organizations as professional training associates.
* KVIC's Institutions having experience in imparting Skill Development Training. KVIC's Accredited Training Centers.
* Training Provider/Partner of various Ministries like NIESBUD, IIF, NIMSME etc.

Skills:

* Strong communication and interpersonal skills.
* Proficiency in the subject matter.
* Ability to develop and deliver effective training modules.

Selection Process:

1. Application Review: Screening of application through the committee constituted.
2. Skill Assessment: Practical interview to assess teaching aptitude and communication skills.
3. Final Selection Based on overall performance in the above stages.

How to Apply:

Applications are invited from eligible Candidates/Ngo's/Professional Agencies using the **PTA application form** (attached copy) available in the website of the Khadi and Village Industries Commission (kvic.gov.in) to empanel Professional Training Associates (PTAs) at **Divisional Office, Khadi and Village Industries Commission, 1st Floor, Maitry Willows, Sir Bezonji Mehta Marg, Gandi Sagar, Nagpur-440018.** Interested candidates should send their hard copy of filled applications with a passport size self-attested photograph affixing on it, along with all self-attested testimonials, certificates/educational qualifications and all supporting documents with a covering letter in an sealed envelope by speed post only superscripted clearly "Application for Professional Training Associate" addressing to **"Director, Divisional Office, Khadi and Village Industries Commission, 1st Floor, Maitry Willows, Sir Bezonji Mehta Marg, Gandi Sagar, Nagpur-440018.** Or e-mail to kvicngp@gmail.com within 15 days from the date of publications of this advertisement. Candidates applying for more one course need to send separate envelope containing the application on along with documents mentioned above.

Divisional Office, Khadi and Village Industries Commission, Nagpur-440018 reserves its right to increase/decrease the number of positions of PTAs advertised and not to fill or withdraw any or all without assigning any reason. Selection Committee may cancel an application at any time in case qualification and experience criteria are not to fill the positions, if suitable candidates are not found.

Join us in our mission to empower individuals with essential skills and make a difference in their lives!