

## **Open Position : DDU-GKY, Karnal, Haryana**

**The Centre for Advanced Research & Development (CARD)** as part of "**Skill India**", Flagship mission of Government of India, and 'Project Implementing Agency (PIA) of Ministry of Rural Development, Govt. of India to execute "**DDU-GKY**" Project in the state of **Haryana**, following positions are open for eligible candidates.

**Application Process :** Interested candidate should send an up-to-date CV to [cardskillmis@gmail.com](mailto:cardskillmis@gmail.com) and [hrmcardbhopal@gmail.com](mailto:hrmcardbhopal@gmail.com). **Only Shortlisted candidates will be contacted.**

Last date to Apply for all open position : **15 June 2021**

### **Position Description : Home delivery boy Master Trainer (Tot Qualified )**

#### **Responsibilities and Duties**

- Take care of End to end development of candidate over the subject
- Keep record of daily class attendance & monitor class progress
- Conduct theory & practice sessions along with field visits
- Submit all reports timely to center head .
- communicate timely with center manager .
- Effective delivery of training both theoretical and practical.
- Ensuring the 100% attendance of the batch
- Ensuring the optimum number of passing percentage
- Taking effective participation in placement.
- Guide mobilizers for the right candidate.

#### **Qualification:**

- Bachelor in any discipline

#### **Experience**

- 2 years' experience in non-domain trainer

#### **Job Types: Full-time**

**Salary:** ₹18,000.00 - ₹20,000.00 per month