

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 and hrmcardbhupal@gmail.com. **Only Shortlisted candidates will be contacted.**

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

Position Description : Mobilizer : one each for Karnal and Yamunaagar

Responsibilities and Duties

- To source students from the market through different channels for Training Program
- Mobilizing and counselling the students for various Govt. skill development programs.
- Collecting and Maintaining the database of the students
- Frequent follow-up with students and parents. Organize market campaign in the rural areas for Publicity.
- Check the eligibility of candidates as per policy of DDU-GKY.
- Follow the complete process of collecting the Documents, checking for edibility as per DDU-GKY Policy & submitting the same at training Center.
- He should ensure that mobilized students attend the training program as per the date communicated by DDU-GKY
- Ensure that participants are regular in course and in discipline, In case of drop out need to follow with candidate for the same.

Qualifications

- MSW / PG in any Subject in any discipline

Experience

- 2 years' experience in the related filed.

Job Types: Full-time

Salary: ₹15,000.00 - ₹18,000.00 per month