

Advt.No.CIPET/HO/NP/02/2019

Date: 24.05.2019

Essential Qualification & Experience: Placement & Customer Relations Officer

S. No.	Details	Requirement
1.	Name of the Post	Placement & Customer Relations Officer
2.	Remuneration	Rs. 40,000/- per month (Consolidated)
3.	Age limit	Upto 45 years
4.	Educational & other qualification	<ul style="list-style-type: none"> • Full time Graduate with MBA (HR) with 5 years relevant post qualification experience in Recruitment / Training
5.	Essential Skill Sets & Job description	<ul style="list-style-type: none"> • Should have good oral and written communication skills • Helping Trainees to develop skills for facing interview, creating resume, conduct mock interviews etc. • Liaising with Industries for Placement of CIPET Trainees • To arrange for Campus interview • Visit to industries to create Industry - Institution relationship and business development for Technology Support Services offered by CIPET • To collect Feedback from Trainees and Industries and submit to Centre Head • To prepare database of Industries with their requirements in diversified fields • To prepare and maintain placement track records

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Essential Qualification & Experience: Asst. Placement Officer

S. No.	Details	Requirement
1.	Name of the Post	Asst. Placement Officer
2.	Remuneration	Rs. 35,000/- per month (Consolidated)
3.	Age limit	Upto 35 years
4.	Educational & other qualification	<ul style="list-style-type: none"> • Full time Graduate with MBA (HR) with 2 year relevant post qualification experience in Recruitment / Training
5.	Essential Skill Sets & Job description	<ul style="list-style-type: none"> • Should have good oral and written communication skills • Coordination with trainees. Helping Trainees to develop skills for facing interview, creating resume, conduct mock interviews etc. • Liaising with Industries for Placement of CIPET Trainees • To arrange for interview facilities at campus for Campus Interview • Visit to industries to create Industry Institution relationship and business development • To collect Feedback from Trainees and Industries and submit to Centre Head • To prepare database of Industries with their requirements in diversified fields • To prepare and maintain placement records

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Essential Qualification & Experience: Faculty

S. No.	Details	Requirement
1.	Name of the Post	Faculty (Chemistry / Physics / Mathematics / English / Computer Sc. / Electrical & Electronics)
2.	Remuneration	Rs. 35,000/- per month (Consolidated)
3.	Age limit	Upto 65 years
4.	Educational & other qualification	<ul style="list-style-type: none"> • Full time Master's degree in the relevant subjects (Chemistry / Physics / Mathematics / English / Computer Sc. / Electrical & Electronics) or any other relevant subject with 02 year post qualification experience • Candidate having higher qualification (Ph.D.) will be preferred
5.	Essential Skill Sets & Job description	<ul style="list-style-type: none"> • Conducting classes and provide learning environments • Deliver effective instructions • Assess students learning • Promote continual improvement as part of the cycle of teaching and learning • Should have good oral and written communication skills

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Essential Qualification & Experience: Laboratory Instructor

S. No.	Details	Requirement
1.	Name of the Post	Laboratory Instructor (Chemistry / Physics / Mathematics / English / Computer Sc. / Electrical & Electronics)
2.	Remuneration	Rs. 25,000 per month (Consolidated)
3.	Age limit	Upto 35 years
4.	Educational & other qualification	<ul style="list-style-type: none"> • Full time Graduate in relevant Subject (Chemistry / Physics / Mathematics / English / Computer Sc. / Electrical & Electronics) / Full time 3 year Diploma in Computer Sc. / Electrical & Electronics • 01 years relevant post qualification experience
5.	Essential Skill Sets	<ul style="list-style-type: none"> • Assists in the development of labs., Operational condition and maintenance of teaching equipment • Practical workshop skills, as evident by knowledge of instruments and devices used within the laboratory, and other workshop tools and equipment • Strong troubleshooting and technical problem-solving skills • A high degree of computer literacy and demonstrated ability to integrate technology in the workplace • Strong verbal and written communication skills • Knowledge of Electronics and Electrical systems is desirable (wherever applicable) • Perform teaching duties as required. • Observes and reinforces safety and housekeeping procedures and protocol within the laboratory

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Essential Qualification & Experience: Physical Training Instructor

S. No.	Details	Requirement
1.	Name of the Post	Physical Training Instructor
2.	Remuneration	Rs. 25,000/- per month (Consolidated)
3.	Age limit	Upto 35 years
4.	Educational & other qualification	<ul style="list-style-type: none"> • Full time Graduate degree in Physical Education (B.P.Ed.) with 01 years relevant post qualification experience Or • Full time Diploma in Physical Education with 03 years relevant post qualification experience
5.	Essential Skill Sets & Job description	<ul style="list-style-type: none"> • Should be good in conducting PT sessions • Knowledge of sports & Games • Capable to prepare students for competitions • Able to conduct Sports Day • Provide and maintain a safe and supervised environment in the classroom and Play grounds • Provides appropriate safety instructions and makes safety checks • Having Knowledge of Yoga