

REQUIRED FOR DDU-GKY PROJECT

ATDC is a Public Vocational Training Provider dedicated to apparel sector having Pan-India network of about 175 Centres in 25 States. ATDC has been selected by MoRD, Gol for implementation of DDU-GKY skill training project in several states and require experienced e-SoP (DDU-GKY) certified professionals to strengthen its Residential training infrastructure especially in Telangana, Odisha, West Bengal, Bihar, Jharkhand, Uttarakhand, Gujarat, Himachal Pradesh etc.

Sl. No.	Job Roles	Key Responsibilities
1	Centre Heads	Capable of planning & implementing compliance procedures, systems, benchmarks & standards & SoPs. Liasoning with State SRLMs.
2	QA Team Lead/Head etc.	Ensure all SoPs are adhered to as per DDU-GKY/SRLM guidelines
3	MIS Specialists	Ensure all data is uploaded on real-time basis on MRIGS/SRLM portals.
4	Community Mobilization Specialists	To reach out to community in catchment area to create awareness among aspiring youth including women/girls about wage-employment opportunities and career pathways available in the Apparel sector.
5	Placement/Post Placement Specialists	Having strong linkages with leading Apparel manufacturing units for industry internship placements & tracking trainees.
6	Accounts Assistant.	Tally ERP 9.0 version & Banking procedures. Preferably Knowledge of DDUGKY/Govt. funded project accounting/purchase procedures

Please forward your applications along with updated CV, latest passport size photograph, mentioning preferred state & location & expected salary and e-mail: hr@atdcindia.co.in with copy to cgm@atdcindia.co.in.

**Apparel Training & Design Centre, National Head Office, Paridhan Vikas Bhawan,
Plot No. 50, Institutional Area, Sector 44, Gurugram – 122003, Haryana**