



APPAREL TRAINING & DESIGN CENTRE

“Paridhan Vikas Bhawan”, Plot No. 50, Sector – 44, Institutional Area,
Gurugram, Haryana 122003, Email – hr@atdcindia.co.in

‘The Apparel Training & Design Centre’ (ATDC) has emerged as one of India’s largest Vocational Training provider for ‘Apparel Sector’ having about 76 Vocational Training Centres Pan-India, invites applications for the position of ‘Principal’ on contract basis for its ATDC Malviya Nagar Centre in Rajasthan as per the details below:

Location: ATDC Malviya Nagar (Jaipur) in Rajasthan

Position : Principal

Number of Position : 01

Age Limit : 40-50 Years as on 01.01.2026.

Remuneration : On Cost to Company basis.

Education Qualification :

- Post Graduate / B. Tech. in Garment/Apparel / Fashion/ Clothing Technology from recognized University / National Fashion Institutes (Full Time).

Experience :

- A minimum of 10 years of total professional experience is required, including at least 5 years must be in Apparel and allied industries with minimum 5 Years in teaching in reputed University/ Institute.

Job description:-

- Successful handling of the Skill Training project with time-bound implementation and reporting.
- Implementation of National/State Level Skill Development programmes under Central/ State Govt. Agencies and regulatory bodies like AICTE/NSDC.
- Managing of all administrative & accounts related activities of the Centre.
- Managing admission for ATDC’s degree, diploma and certificates programmes
- Content development for each course and preparation of course wise schedule. Conceptualizing and creating illustration, demonstration or related events.
- Industry Interaction & Partnerships for promoting collaborations with industries for internships, placements, and practical training.
- Delivery of lectures, conducting practical and online classes etc. for Degree, Diploma and Certificate Courses.
- Monitoring of project progress and creating Project Status Report.
- Managing project plan, budget and its activities.

Skills Required / Good Knowledge of -

- Excellent Knowledge of Institution building and overall Academic Management.
- Good organisational, leadership and relationship-building skills.
- Candidate should have passion for teaching with humane approach and behaviour.
- Excellent written and oral communication and Liaison skills skills.
- Proficient in using IT / Digital tools.

Application must include a cover letter and full curriculum vitae with recent colour photograph. The applicant should provide photo copies of Xth, & Post Graduation/Graduation Certificate / Degree and must attach last pay certificate showing deduction details.

Interested candidates may send their CV's to hr@atdcindia.co.in within 7 days of the release of advertisement (blank format attached). Only shortlisted candidates shall be called for written test/ followed by Online/personal interview. Applications with incomplete details/non submission of supporting documents shall be rejected forthwith. ATDC reserves the right to cancel this recruitment or cancel any application without assigning any reason.