



## APPAREL TRAINING & DESIGN CENTRE

“Paridhan Vikas Bhawan”, Plot No. 50, Sector – 44, Institutional Area,  
Gurugram, Haryana 122003, Email – [hr@atdcindia.co.in](mailto: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 - Panipat Centre in Haryana as per the details below:

**Location** : Panipat in Haryana  
**Position** : **Principal**  
**Number of Positions** : 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 Institution / National Fashion Institutes/TIT (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 /Leadership in reputed University/ Educational/ Vocational Institute.

### **Job description:-**

- Managing and making the Panipat Centre as Centre of Excellence.
- 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 & operational and finance 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
- Managing of Mobilization and assessment of candidates.
- Monitoring of project progress and creating Project Status Report.
- Managing project plan, budget and its activities.
- Managing human resources for running the Centre of Excellence effectively.
- To make the Panipat Centre as independent profitable entity.

**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](mailto: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.