GOVERNMENT OF TAMIL NADU
TAMIL NADU SKILL DEVELOPMENT CORPORATION
1st Floor, Integrated Employment office Building,
Alandur Road, Thiru.Vi.Ka. Industrial Estate, Guindy,
Chennai-600 032

Mission

Handhold, motivate, guide and skill the students in educational institutions by offering the requisite training to enhance capabilities making them industry relevant and employable.

The TNSDC wishes to recruit eligible candidates for the following posts:

Position	Chief Executive Officer (CEO) - 1 No
Qualifications	MBA from a reputed business school or relevant qualification
Preferred Experience	15+ years proven managerial experience in working with organisations coordinating Departments to work towards a common goal and functionality Working in senior positions in Organisations at National/State level, Public/Private dealing with skilling, Edutech etc across sectors.
Broad Job Description	✓ Lead the initiative on "Naan Mudhalvan" in the State of Tamil Nadu to make the youth industry relevant by offering training in emerging technology and industry worthy curriculum and through internships and OJT. ✓ Coordinate with educational institutions to build capacity of faculty in handholding the students in training. ✓ Engage with educational institutions for continuous upgradation of skills and talent ✓ Liaise with industries to aggregate demand, curate programs and link placement initiatives ✓ Involve industries as training partners to create a dynamic demand driven skilling ecosystem ✓ Overall monitoring and supervision of quality of delivery of content and output

Salary range for CEO – Rs 3 lakhs to 3.5 lakhs/month

Position	VP – Academia-Industry Connect (Services) - 1 No
Qualifications	MBA from a reputed business schoolor BE/B Tech from top tier engineering college.
Preferred Experience	Exp- 10+ years of experience in promotion of collaboration of academia and industry in terms of Academics, Research, Students & Faculty Trainings etc. Experience in corporate/academia curriculum development. Understanding of Key Service Sectors (IT, ITES, BFSI, Hospitality/Tourism, Media & Entertainment etc) Excellent skills in developing relationships with key decision-makers in corporate/Universities /govt. Has proven strong networks / connects within top universities and Industries in services sector. Strong experience in business development mainly into education institutes, industries etc.,
Broad Job Description	✓ Be a key personnel in helping the industry in fostering academia industry linkage and establishTie-ups with them ✓ Onboarding of leading industries in various service sectors as training partners ✓ Identify key areas of collaboration with industry on enhancing skills of students to make them industry relevant ✓ Facilitate add-on courses in colleges/schools to skill to demand ✓ Identify and manage skilling in emerging technology ✓ Identify partners for technical skilling of students ✓ Coordinate educational institutions to partner with the technical partners to offer the skill sets identified to students ✓ Industry-specific overview of placement opportunities in universities ✓ To aggregate human resource demand of industries sector-wise and plan for resource skilling in educational institutions ✓ Facilitate curating courses with academic councils as per the industry need ✓ Excellent skills in developing relationships with key decision-makers in Universities /schools. ✓ Collaborate with leaders/achievers in various disciplines and arrange for mentorship of students ✓ Monitor delivery of content & pedagogy ✓ Engage continuously with academia and industry to vitalise the skill ecosystem

Position	VP – Career Portal – 1 No
Qualifications	B Tech/BE from top tier engineering college in Computer Science Engineering/ IT
Preferred Experience	10+years in a managerial role or relevant experience. Excellent knowledge of technical management, management of computer hardware/software systems. Expertise in data centre management and data governance. Hands-on experience with computer networks, software development, patch work
Broad Job Description	✓ Manage Naan Mudhalvan platform for use of school and college students ✓ Controlling and evaluating platform operations ✓ Plan, organize, control and evaluate content on NM platform ✓ Manage IT staff by recruiting, training and coaching employees, communicating job expectations and appraising their performance ✓ Manage registration of candidates, digital content delivery, assessment and certification online ✓ Manage cloud server, storage space and requirements for the smooth functioning of the system ✓ Procurement of software services and products ✓ Identify problematic areas and implement strategic solutions in time ✓ Preserve assets, information security and control structures
Position	**VP – Industry-Academia connect (MEAC) Manufacturing, Electronics, Automotive & Construction -1 No**
Qualifications	MBA from a reputed business school. or B Tech/BE from top tier engineering college.
Preferred Experience	Exp- 10+ years of experience in promotion of collaboration of academia and industry in terms of Academics, Research, Students & Faculty Trainings etc. Experience in corporate/academia curriculum development. Understanding of Key Sectors (Manufacturing, Electronics, Automotives, Construction etc) Excellent skills in developing relationships with key decision-makers in corporate/Universities /govt. Has proven strong networks / connects within top universities and MEAC industries. Strong experience in business development mainly into education institutes, industries etc.,

Broad Job Description	✓ Be a key personnel in helping the industry in fostering academia industry linkage and discuss ways for establishing Tie-ups with them ✓ On boarding of leading industry in the MEAC sectors as training partners ✓ Identify key areas of collaboration with industry on enhancing skills of students to make them industry relevant ✓ Facilitate add-on courses in colleges/schools to skill to demand ✓ Identify and manage skilling in emerging technology ✓ Identify partners for technical skilling of students ✓ Coordinate educational institutions with the technical partners to offer the skill sets identified to students ✓ Industry-specific overview of placement opportunities in universities ✓ To aggregate human resource demand of industries sector-wise and plan for resource skilling in educational institutions ✓ Facilitate curating courses with academic councils as per the industry need ✓ Excellent skills in developing relationships with key decision-makers in Universities /schools. ✓ Collaborate with leaders/achievers in various disciplines and arrange for mentorship of students ✓ Monitor delivery of content & pedagogy ✓ Engage continuously with academia and industry to vitalise the skill ecosystem

Salary range for VP – Rs 1.5 lakhs to Rs 2.5 lakhs / month

Position	AVP – Service Industry Engagement – 1 No
Qualifications	MBA from a reputed business school or B Tech/BE from top tier engineering college or relevant qualification
Preferred Experience	5-7 years of experience in Senior position in any of the Key service Sectors (IT, ITeS, BFSI, Media/Entertainment, Hospitality/Tourism.), Excellent skills in developing relationships with key decision-makers in corporate.
Broad Job Description	✓ Facilitate to onboard industries in service sector as skilling partners ✓ Identify key areas of collaboration with industry on enhancing skills of students to make them industry relevant ✓ Aggregate human resource demand of industries sector-wise and plan for resource skilling in educational institutions ✓ Coordinate internship and OJT of students with industries ✓ Manage virtual internships

	✓ Be a key personnel in helping the industry in fostering academia industry linkage and establishTie-ups with them ✓ Identify key areas of collaboration with industry on enhancing skills of students to make them industry relevant ✓ Facilitate add-on courses in colleges/schools to skill to demand ✓ Identify and manage skilling in emerging technology ✓ Identify partners for technical skilling of students ✓ Coordinate educational institutions to partner with the technical partners to offer the skill sets identified to students ✓ Industry-specific overview of placement opportunities in universities ✓ Facilitate curating courses with academic councils as per the industry need ✓ Collaborate with leaders/achievers in various disciplines and arrange for mentorship of students ✓ Monitor delivery of content & pedagogy ✓ Engage continuously with academia and industry to vitalise the skill ecosystem ✓ Advise and facilitate curriculum modification in tune with industry need
Position	**AVP – Portal Development & Maintenance – 1 No**
Qualifications	B Tech/BE from top tier engineering college in Computer Science Engineering/ IT
Preferred Experience	5-7 years in software development &patch work. Relevant experience in portal design, Edutech platform designing and maintenance
Broad Job Description	✓ Manage Naan Mudhalvan platform for use of school and college students ✓ Integrating the NM platform/TNSDC platform with other database to create unified skill registry ✓ Dynamically manage addition/deletion of job roles, free and paid digital education content on the portal ✓ Manage registration of candidates, digital content delivery, assessment and certification online ✓ Manage cloud server, storage space and requirements for the smooth functioning of the system ✓ Procurement of software services and products ✓ Identify problematic areas and implement strategic solutions in time ✓ Coordinate with different stakeholders to ensure smooth delivery of training

Position	AVP – Industry Engagement (MEAC) -1 No
Qualifications	MBA from a reputed business school or B Tech/BE from top tier engineering college.
Preferred Experience	5-7 years of experience in Senior position in any of the Key Sectors (Manufacturing, Electronics, Automobile, Construction etc.) Excellent skills in developing relationships with key decision-makers in corporate.
Broad Job Description	✓ Facilitate to onboard leading industries in Manufacturing, Electronics ,Automobile, Construction as skilling partners ✓ Identify key areas of collaboration with industry on enhancing skills of students to make them industry relevant ✓ Aggregate human resource demand of industries sector-wise and plan for resource skilling in educational institutions ✓ Coordinate internship and OJT of students with industries ✓ Manage virtual internships ✓ Advise and facilitate curriculum modification in tune with industry need ✓ Be a key personnel in helping the industry in fostering academia industry linkage and establishTie-ups with them ✓ Identify key areas of collaboration with industry on enhancing skills of students to make them industry relevant ✓ Facilitate add-on courses in colleges/schools to skill to demand ✓ Identify and manage skilling in emerging technology ✓ Identify partners for technical skilling of students ✓ Coordinate educational institutions to partner with the technical partners to offer the skill sets identified to students ✓ Industry-specific overview of placement opportunities in universities ✓ Facilitate curating courses with academic councils as per the industry need ✓ Collaborate with leaders/achievers in various disciplines and arrange for mentorship of students ✓ Monitor delivery of content & pedagogy ✓ Engage continuously with academia and industry to vitalise the skill ecosystem

Position	AVP – Media – 1 No
Qualifications	Master's degree inVisual Communication, Journalism, Media, Marketing or relevant field
Preferred Experience	5+ years experience in a reputable digital marketing agency/ MNC/corporate house, with a demonstrable experience leading and managing SEO/SEM, email campaigns, social media campaigns and /or digital advertising campaigns
Broad Job Description	✓ Responsible for planning, implementing, managing and monitoring company's Social Media strategy in order to increase brand awareness, improve Marketing efforts and increase sales. ✓ Community Management, Content Marketing, Content Writing, Social Media Marketing (SMM), and Web Analytics. ✓ Generate, edit, publish and share engaging content daily (e.g., original text, photos, videos and news) ✓ Building a social media presence by maintaining a solid online presence on all the social media handles ✓ Building brand awareness by engaging relevant influencers, by justifying the selection of each influencer ✓ Managing our online communities to ensure respectful and appropriate engagement ✓ Responding to comments on each of our accounts, by creating an SLA and escalation metrics
Position	AVP – HR & Training - 1 No
Qualification	MBA (HR) from a reputed University or related field
Preferred Experience	5+ years as HR Manager in a reputed organisation/MNC
Broad Job Description	✓ Responsible for coordinating all administrative activities related to personnel ✓ Develop recruitment strategies for onboarding new employees ✓ Plan and Implement systems for managing staff benefits, payroll ✓ Oversee and manage a performance appraisal system that drives high performance ✓ Assess training needs of employees and arrange for capacity building ✓ Facilitation of tours and visits

Salary range for AVP – Rs 1 lakh to 1.5 lakhs/month

Position	Senior Associates (Service Industry) – 1 No
Qualifications	MBA / BBA from a reputed business school or B Tech / BE from top tier engineering college or relevant qualification
Preferred Experience	2-3 years of experience in in any of the Key service Sectors (IT, ITeS, BFSI, Media/Entertainment, Hospitality / Tourism.)
Broad Job Description	✓ Facilitate to onboard industries in service sector as skilling partners ✓ Facilitate in identifying areas of collaboration with industry ✓ Facilitate aggregation of human resource demand of industries sector-wise ✓ Engage with educational institutions to onboard them ✓ Manage delivery of add-on courses in colleges/schools to skill to demand ✓ Coordinate educational institutions to partner with the technical partners to offer the skill sets identified to students ✓ Arrange for placement tie-ups with industries ✓ Scheduling the time table for colleges with industry mentors ✓ Develop continuous engagement of industry with colleges ✓ Coordinate conduct of add-on courses for students ✓ Registration, selection, assessment and certification of students ✓ Work closely with the training partner and college to ensure that training is provided seamlessly
Position	Senior Associates (MEAC) -1 No
Qualifications	MBA / BBA from a reputed business school, or B Tech / BE from top tier engineering college or relevant qualification
Preferred Experience	2-3 years of experience in in any of the Manufacturing Sectors (Manufacturing, Electronics, Automobiles, Construction etc)
Broad Job Description	✓ Facilitate to onboard industries in service sector as skilling partners ✓ Facilitate in identifying areas of collaboration with industry ✓ Facilitate aggregation of human resource demand of industries sector-wise ✓ Engage with educational institutions to onboard them ✓ Manage delivery of add-on courses in colleges/schools to skill to demand ✓ Coordinate educational institutions to partner with the technical partners to offer the skill sets identified to students ✓ Arrange for placement tie-ups with industries

	✓ Scheduling the time table for colleges with industry mentors ✓ Develop continuous engagement of industry with colleges ✓ Coordinate conduct of add-on courses for students ✓ Registration, selection, assessment and certification of students ✓ Work closely with the training partner and college to ensure that training is provided seamlessly
Position	**Senior Software Associates -1 No**
Qualifications	B Tech / BE from top tier engineering college in Computer Science Engineering / IT
Preferred Experience	2-3 years in software development &patch work. Relevant experience in portal design, Edutech platform designing and maintenance
Broad Job Description	✓ Manage Naan Mudhalvan platform for use of school and college students ✓ Integrating the NM platform/TNSDC platform with other database to create unified skill registry ✓ Dynamically manage addition/deletion of job roles, free and paid digital education content on the portal ✓ Manage registration of candidates, digital content delivery, assessment and certification online ✓ Manage cloud server, storage space and requirements for the smooth functioning of the system ✓ Procurement of software services and products ✓ Identify problematic areas and implement strategic solutions in time ✓ Coordinate with different stakeholders to ensure smooth delivery of training
Position	**Senior Associates – Media -1 No**
Qualifications	Bachelor's degree inVisual Communication, Journalism, Media, Marketing or relevant field
Preferred Experience	2-3 years experience in a reputable digital marketing agency / MNC / corporate house, with a demonstrable experience leading and managing SEO / SEM, email campaigns, social media campaigns and / or digital advertising campaigns
Broad Job Description	✓ Manage planning, implementing, managing and monitoring company's Social Media strategy in order to increase brand awareness, improve Marketing efforts and increase sales. ✓ Community Management, Content Marketing, Content Writing, Social Media Marketing (SMM), and Web Analytics. ✓ Generate, edit, publish and share engaging content daily (e.g., original text, photos, videos and news) ✓ Building a social media presence by maintaining a solid online presence on all the social media handles

	✓ Building brand awareness by engaging relevant influencers, by justifying the selection of each influencer ✓ Managing our online communities to ensure respectful and appropriate engagement ✓ Responding to comments on each of our accounts, by creating an SLA and escalation metrics
Position	**Senior Associate – HR -1 No**
Qualification	MBA (HR) from a reputed University or related field
Preferred Experience	2-3 years as HR Executive in a reputed organisation/MNC
Broad Job Description	✓ Responsible for coordinating all administrative activities related to personnel ✓ Develop recruitment strategies for onboarding new employees ✓ Plan and Implement systems for managing staff benefits, payroll ✓ Oversee and manage a performance appraisal system that drives high performance ✓ Assess training needs of employees and arrange for capacity building ✓ Facilitation of tours and visits

Salary range for Senior Associate – Rs 50,000 to Rs 80,000 / month

Position	**Program Manager (Districts)**
Qualifications	MBA from a reputed business school/ MSW / Post Graduation in Developmental studies
Preferred Experience	Atleast 3-5 years industry experience or relevant experience
Broad Job Description	✓ Engage with educational institutions – schools and colleges for registration of students ✓ Coordinate with the service provider on training delivery ✓ Facilitate mobilisation of candidates for skilling programs in coordination with line Departments ✓ Quality assessment of training provided ✓ Monitoring the conduct of training ✓ Overall supervision and coordination of the training ecosystem in the District

Salary – Rs 80,000 to 1 lakh / month

The applications should be in plain paper with proof of qualification and experience and addressed to **Managing Director, Tamil Nadu Skill Development Corporation, 1st Floor, Integrated Employment office Building, Alandur Road, Thiru. Vi.Ka. Industrial Estate, Guindy, Chennai-600 032.**

Instruction to applicants:

1. One can apply for one post only
2. The applicant should superscribe the name of the post on the application cover in bold letters.
3. Applicants should also mention his / her Aadhar Number in the application form.
4. Candidates from Tamil Nadu only need to apply.
5. Candidates canvassing in any form will be disqualified
6. The TNSDC has the right to increase the Number of posts mentioned above or decrease the same.
7. The TNSDC has the right to change or modify any condition regarding recruitment.

Deadline for application: 09.06.2022

**Sd/xxx
Managing Director,
TNSDC**