

NOTIFICATION

Vacancy for the post of **Project Officer In charge of Developmental activities (Accounts and Administration)**
in JSS AJDTC, Bengaluru

JSS AJDTC, Bengaluru is established with the assistance of ASIDE scheme of Government of India in the premises of JSS academy of Technical Education, JSS ATE campus, Uttrahali-Kengeri main road, Mylasandra (Srinivasapura), Bengaluru 560060.

The centre is imparting various training programmes relating to Jewellery sector and also has established Product Data Information sheets facility as a commercial activity for a reputed industry.

Recently the centre has been approved as a partner under PMKVY-2 scheme of Ministry of Skill Development and Entrepreneurship, Govt. of India for imparting various skills relating to Jewellery sector.

The centre intends to recruit a **Project Officer In charge of developmental activities (Accounts and Administration)** including for extensive activities on contract basis initially for one year and it is likely to be continues further.

The required qualifications and experience, roles and responsibilities in brief are as follows:

- Diploma in Jewellery and Post graduate degree in Commerce / MBA (Finance) with experience in Jewellery Industry / Trade preferred.
- Age limit 25 to 40 Years.
- Key Job Roles: Expected overall in charge of finance, administrative matters of the centre, promotional activities and liaison with Government departments.
- Preparation of proposals to Govt. institutions.

Shortlisted candidates will be called for the interview at office of the Director (Technical) JSS TI Campus, Mysuru.

- No TA/DA will be provided.
- Last date for submission of application: 25 days from the date of notification published.

Application for the post: Application in standard form is enclosed along with the following document are to be submitted by post/courier /in person to the address given below:

Photo copies of the certificates of qualification / experience / one passport size photograph by mentioning the expected salary.

Address for submission of application:

Office of the Director (Technical)
JSS Technical Institutions Campus, Mysuru – 570006
Phone: 0821-2548273 / 74 / 75 / 76 / 77 Telefax: 0821-2548281

Any details for clarification can be sort from:

Chief Executive,
JSS AJDTC, Bengaluru - 560060
Contact No.: 080-22718579