

**TERMS OF REFERENCE
FOR THE POST OF
DEPUTY NATIONAL CONTROLLER FOR RSETI (A&QA)**

OBJECTIVES OF THE ASSIGNMENT:

National Academy of RUDSETI (NAR) takes up the onus of devising a unique model of skill assessment and certification for the employability and Entrepreneurship programs being conducted across 590 RSETIs spread across India. A dedicated Assessment and Certification Vertical of NAR is being set up to streamline and effectively implement the assessment and certification activities across all RSETIs throughout India.

Deputy National Controller for RSETIs (A&QA) will coordinate and oversee the execution of activities related to assessment and certification at RSETIs spread across the country in his/her assigned zone. The role requires extensive involvement in the regular assessment and certification activities across allotted RSETIs in the assigned States. Deputy National Controller – A & QA will work as part of the central team based at Bangalore and expected to travel extensively into the States assigned to him/her.

The applicant is expected to have understanding of the Employability and entrepreneurial training as well as the skill assessment and certification process and procedures. The ideal candidate for this position should have previous experience in managing the skill training/ Assessment and certification activities and a proven track record for effective team management and result-driven leadership.

1. SCOPE OF WORK

- I. Assisting in Drafting and operationalising the assessment and certification plan for RSETI trainings at national level
- II. Overseeing execution of the zonal level assessment plans
- III. Ensuring conduct of Assessment and Certification of all the mandated trainees at RSETIs allocated to him/her on scheduled dates duly following approved Assessment protocols
- IV. Leading the team of assigned State Controllers of RSETIs and ensuring they function effectively
- V. Regular visits to RSETIs to ensure adherence to the approved protocols
- VI. Ensuring adherence to set procedures and standards in assessment
- VII. Maintaining control on assessment and certification at regional/zonal level
- VIII. Ensuring collection of assessment database and report the same to the central database
- IX. Maintaining Control over activities of Technical Service provider and Assessment coordinating agencies
- X. Identification, short listing and empanelment of Assessors
- XI. Ensuring development and availability of Qualification File based Question Banks in regional languages

- XII. Liaisoning with the concerned Banks, Government departments, MoRD, NSDC and other agencies at zonal level
- XIII. Any other work needed to ensure successful conduct of Assessment and Certification of RSETI trainees in accordance with the approved protocols

2. MINIMUM ELIGIBILITY CRITERIA

- I. Post Graduate in any discipline
- II. Proficiency in Working on computers
- III. Minimum 15 years of overall professional experience
- IV. Minimum 5 years experience in Skilling/Assessment Work
- V. Fluency in English and Hindi

3. MAXIMUM AGE LIMIT:

Age of candidate should not be more than 55 years as on last day of application.

4. REMUNERATION:

Consolidated remuneration for this position will be Rs 1,20,000/- (Rupees One lakh twenty thousand only) per month with 10% annual increase up to a maximum ceiling of Rs 1,50,000 (Rs One lakh fifty thousand) per month.

5. TERM & LOCATION:

The term of contract shall initially be for one year subject to annual review. Thereafter, period of contract can be extended by one year each on annual review subject to the incumbent attaining 65 years of age. The position shall be based at Bengaluru.

6. REPORTING

The Deputy National Controller Assessment and Quality Assurance shall report to the National Controller of Assessment and Quality Assurance or to any other person assigned by the President, NAR.

7. GENERAL CONDITIONS:

- The offered assignment is purely temporary and does not envisage any kind of regular appointment in NAR in future.
- In case of large number of applications, the NAR may shortlist the candidates as may be necessary.
- Canvassing in any form will be treated as disqualification.
- No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
- The NAR reserves the right to relax any of the requirements i.e., age, Educational qualification, experience etc., in exceptional cases.

[CLICK HERE TO APPLY](#)