



# TATA INSTITUTE OF SOCIAL SCIENCES

## SCHOOL OF VOCATIONAL EDUCATION

(V N Purav Marg, Deonar, Mumbai, Maharashtra 400088)

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No. TISS/SVE/February/2023/01

15 February 2023

### **Call for Applications for the Post of 'Contractual Visiting Faculty for Vocational Education' for various UG and PG Diploma Programmes at TISS- School of Vocational Education**

#### **1. General Information.**

##### **About Tata Institute of Social Sciences (TISS):**

The Tata Institute of Social Sciences ([www.tiss.edu](http://www.tiss.edu)), established in the year 1936 is a Deemed to be University, fully funded by the University Grants Commission, Govt of India. TISS is a Grade I University with NAAC score of 3.89/4 and NIRF 2021 rank of 37 among Indian Universities and 70 overall.

With campuses at Mumbai (Main) and off-campus at Tuljapur, Guwahati and Hyderabad, TISS offers over 50 Post Graduate programmes, 18 Doctoral programmes, 3 Under Graduate programmes in social science disciplines, and over 30 Under Graduate programs in vocational education (B.Voc. programmes).

Freedom and autonomy shape the positive work ethos and culture of the Institute and facilitate strong linkages between teaching, research, field action and policy engagement. The Institute encourages and supports researchers to engage in foundational, applied, field and action-oriented research, and nurtures research collaborations nationally and internationally, with a commitment to creating a just society through education, generation of knowledge and field action initiatives.

##### **About School of Vocational Education (SVE)**

The approach adopted by TISS-SVE is called the 'Internship Embedded Skill Training Programme'. The Vocational Educational Programme is being implemented in India with a focus on job-specific skills rather than providing only a broad knowledge based education. The aim is to enable the students to learn the skill by engaging in internship at real shop floor of the industry/company along with theory training in the classroom.

## **2. Post Advertised with Remuneration & Last Date for Application.**

(a) Applications are invited for post of 'Contractual Visiting Faculty for Vocational Education' for a period of one year initially and extendable based on requirements of the Institute.

### **Remunerations:**

a.) Rs.600/- per lecture of 1 hour for B.Voc and Diploma Programmes & Rs.1000/- per lecture of 1 hour for Post Graduate Diploma Programmes.

**Location:** PAN India, please find the attached Annexure for further details.

**Last date for receiving application:** 28<sup>th</sup> February 2023

## **3. Essential Qualification & Experience.**

- (a) Minimum 05 years of experience in relevant field
- (b) Minimum Master's Degree in relevant discipline (PhD preferred)
- (c) Excellent written and verbal communication skills
- (d) Should be excellent in computing skills (i.e. Ms Word, Ms Excel and Ms Power point)
- (f) Ability to multitask

## **4. Job Description.**

- Planning and conducting lectures/classes (both online, offline and blended mode) in line with the programme curriculum, in-class discussions and assignments.
- Demonstrates a high level of self-discipline and self-motivation
- Exudes a positive, supportive, and cooperative disposition toward others in general to students in specific
- Setting of question papers & evaluation of answer sheets, and projects
- Conducting Invigilation/Proctoring and Viva-Voce
- Should be punctual and detail-oriented with a demonstrated ability to perform assigned tasks
- Must have good command in the domain for which he/she is willing to take classes
- Demonstrates excellent written and verbal communication skills

- Exhibits commitment to promoting academic excellence in students
- To be updated with the latest development & technology in the relevant field and able to utilize the knowledge while delivering lecture.
- Should be willing to take up task apart from that specified as per the requirement of the school and carry out additional duties and responsibilities as required from time to time.

5. Email your Resume/CV to: [recruitment@sve.tiss.edu](mailto:recruitment@sve.tiss.edu)

## 6. General Instructions

1. Please mention “*SVE Visiting Faculty\_Sector*” in the subject line of your email.  
*E.g. “SVE Visiting Faculty\_Agriculture”*
2. Applicants are advised to submit online applications. Offline applications will not be accepted.
3. The Institute reserves the right in shortlisting the candidates. Only shortlisted candidates will be contacted for an interview through an email.

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**School of Vocational Education**