

10x10

  

MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
GOVERNMENT OF INDIA

CFTI **MSME- TECHNOLOGY DEVELOPMENT CENTRE** **CFTI**
CENTRAL FOOTWEAR TRAINING INSTITUTE, AGRA
Ministry of MSME, Govt. of India

Job Vacancy

CFTI, Agra functioning under the aegis of Ministry of MSME, Govt. of India has been developing human resource for Footwear and allied industry. It conducts various long and Short term training programmes on Footwear Designing and Manufacturing Technology.

Experienced and dynamic personnel are required in following categories.

1. Technical Consultant:	2 Posts
2. Management Consultant:	2 Posts

Last date for submission of application: - 07.02.2019
Date of Interview of short listed candidates: - 14.02.2019

The persons selected will be engaged purely on contract basis for a period of one year and likely to be extended based upon performance and requirement. The remuneration is negotiable.

Interested persons may visit our website www.cftiagra.org for further details and are requested to submit their applications by mail alongwith the scanned copies of bio-data and copies of certificates and testimonials as a proof of qualification and experience or to submit it on or before the last date at Central Footwear Training Institute-41 & 42 Industrial Area, Sikandra, Agra- 282007.

For Further details contact-7983996075, 8958996611, 9012945651

Ph: 0562-2642005 **CFTI, AGRA** Fax: 0562-2640502
E-Mail: info@cftiagra.org.in Website: www.cftiagra.org.in

MSME- Technology Development Centre (Central Footwear Training Institute), Agra

Terms of Reference for Engagement of Technical Consultant and Management Consultant.

CFTI, Agra functioning under the aegis of Ministry of MSME, Govt. of India has been developing human resource for Footwear and allied industry. It conducts various long and short term training programmes on Footwear Designing and Manufacturing Technology.

The Institute is also conducting placement oriented skill development as well as skill upgradation training programmes under the schemes of different Central and State Government Ministries and Department to cater the emerging need of footwear Industry.

In order to take the institute to new heights in different directions, experienced and dynamic personnel are required in following categories completely on adhoc engagement basis.

- 1. Technical Consultant- 2 Posts**
- 2. Management Consultant- 2 Posts**

The duration of engagement will be for a period of one year and later, it can be extended for one more year depending upon the performance of the candidate and the need of such requirement.

1.1. Role of the Technical Consultant:

The **Technical Consultant** is required to undertake following responsibilities.

- i. Review of the existing course curriculum and suggest for the improvement/modification aligning with the emerging need of the footwear and allied industry.
- ii. Skill gap analysis both in respect of faculty members as well as the students of different courses conducted by the institute and delivering lectures for bridging the technical gaps.
- iii. Survey of the need of industry and development of new NSQF compliant courses and the syllabus thereof.
- iv. Adopting methodologies for the development of the quality and effectiveness of the teaching faculties both for theory and practical deliberations.
- v. Exploring possibilities of introducing new courses on orthopaedic or special type of footwear and inducing technical know-how thereof.

- vi. Survey of the courses required for the international participants and designing the curriculum thereof.
- vii. Preparation of study/reference materials for both the trainers and students of CFTI, Agra.
- viii. Exploring the possibility of technical consultancy to the footwear and allied industry.
- ix. Conducting need based short term technical refresher courses for the supervisors and managers of the shoe and allied industry on the topics like Last modeling, Product Development, Fashion Forecasts, Emerging materials, components and Accessories, cutting technology, Closing technology, Constructions, Lasting and making, Finishing, Packaging , Shoe fault and remedies etc.
- x. Facilitating new development of products/ services/ processes in footwear and allied sector.

The Technical consultant will provide the necessary facilitation support under the following 4 tracks:

- *Track 1: Technology development* – Identify existing and expected future technologies in the footwear sector for roll out at the CFTI, Agra and undertake capacity building of the staff at the CFTI, Agra
- *Track 2: Human skill development* – Evaluate existing training programs and provide recommendations for upgrading the training programs.
- *Track 3: Advisory to CFTI, Agra on their technical set up* –Advise on the machinery, equipment and software required to upgrade existing institute. This would include providing procurement ready specifications and support in drafting the terms of reference for the selection of suitable vendors and monitoring their progress
- *Track 4: Businesses Advisory on technology matters* – Assisting CFTI, Agra to provide technical advice to their key clients (e.g. MSMEs, industrial clusters or leading manufacturers)

Eligibility Criteria:

Qualification: Degree or Diploma in Footwear Designing and Manufacturing Technology or Degree in any discipline with one & half year certificate from CFTC/CFTI/FDDI/CLRI/GLI or any recognized university/institute or equivalent.

Experience: Minimum 08 years' experience in relevant field in reputed industry/ institutions.

Age: Minimum 30 years, but not more than 65 Years

2. The **Management Consultant** is required to undertake following responsibilities.

- i. To study the present trend of footwear industry scenario in respect of the management concerns and develop the curriculum short term management development training programmes like i. Material Management, ii. Human Resource Management, iii. Production Planning and Control, iv. Quality Assurance and Control mechanism, v. Finance for Managers, vi. New product Development, vii. Productivity Improvement and bench marking, viii. Retailing and Merchandising, ix. Export procedure and documentation, x. Customer delightment and retaining, xi. Product costing and pricing, xii. Compliances (Industry, environment, social, legal, Tax etc),
- ii. To improve the market reach of the training programmes and activities and brand promotion of CFTI, Agra by adopting different means like digital marketing, workshops and seminars in different schools, colleges and localities, print or electronic media, social sites, hoardings exhibitions/ fairs/career melas etc.
- iii. To liaison with different central and state Government departments/ministries /organisations for conducting the training programmes under various schemes.
- iv. To liaison with the Ministry of External Affairs, Foreign Embassies/ Trade consulates in India and the Embassies/ Trade consulates of India abroad for exploring possibilities of conducting training programmes for the international participants at the institute and/or by deputing technical expert trainers to other countries.
- v. To facilitate the tie ups with any national and international institutes/ universities for joint collaboration for introducing new courses.
- vi. To liaison with the footwear allied industry in India and abroad for facilitating the Managerial consultancy services and placement of the trainees of the institute.
- vii. To undertake the PR activities of the institute and facilitating interaction with different institutes/organisations for wide publicity of the institute.
- viii. To review the syllabus of different courses in respect of their management units and updating the contents as per the emerging needs.
- ix. To facilitate the entrepreneurship development amongst the students as well as outsiders to start business enterprises in footwear and allied sector.

- x. Organising Industrial Motivational Campaigns and Entrepreneurship Development training programmes.

The Management consultant will provide the necessary facilitation support for each system (or sub system) of CFTI, Agra under the following 4 tracks:

- *Track 1: Management development* – Identify existing and expected future management avenues in the footwear sector for roll out at the CFTI, Agra and undertake capacity building of the staff at the CFTI, Agra
- *Track 2: Human skill development* – Evaluate existing training programs and provide recommendations for upgrading the training programs in relation with management subjects.
- *Track 3: Businesses Advisory on Managerial matters* – Assisting CFTI, Agra to provide management advice to their key clients (e.g. MSMEs, industrial clusters or leading manufacturers)

Eligibility Criteria:

Qualification: Degree in any discipline with MBA in HRM/ FM/ Marketing/ International Business or equivalent from any recognized university/institute.

Experience: Minimum 08 years experience in relevant field in reputed industry/ institutions.

Age: Minimum 30 years, but not more than 65 Years

Salary: Negotiable for both the posts.

Last date for submission of application: 07.02.2019

Date of Interview of short listed candidates: 14.02.2019

Interested persons are requested to submit their applications by mail along with the scanned copies of bio-data and copies of certificates and testimonials as a proof of qualification and experience or to submit it on or before the last date at Central Footwear Training Institute-41 & 42 Industrial Area, Sikandra, Agra- 282007.