



**TATA INSTITUTE OF SOCIAL SCIENCES –
SCHOOL OF VOCATIONAL EDUCATION**
V.N. PURAV MARG, DEONAR – MUMBAI 400 088
(A Deemed University under section 3 of the UGC Act, 1956)

10th June 2016

Recruitment Advertisement

In December 2011, Tata Institute of Social Sciences set up the School of Vocational Education (SVE) to provide immediate and definite interventions to improve the lives of the disadvantaged and marginalized youth, especially who are excluded by the formal school education system through appropriate vocational training programs. The target beneficiaries would include organized and unorganized labour, women, children, dalits and tribals.

The School has been incorporated to spearhead the Vocational Training envisaged in the initiative proposed by the Ministry of HRD, Government of India whereby TISS has been selected as nodal point to implement the said initiative.

A) Programme Manager – Child Care & Geriatrics, Guwahatti

Fixed term contract : Two years (Can be Extended)
Qualification : Graduation in any field
Experience : Minimum 5 years of experience in Client Relationships/Key Account Management
Job location : Guwahatti

Job Responsibility:

1. To build and manage cordial relations with the existing HUB Partners
2. To manage smooth operation of the assigned industry vertical
3. To act as a mediator between the institute and the HUB Partners / Vertical Anchors and Skill Knowledge Partners to ensure smooth flow of communication, implementation of policies and procedures etc.
4. To resolve queries or conflicts amicably
5. To travel to different parts of India as and when required
6. Carry out other duties and responsibilities as required from time to time

Skills Required:

1. Excellent Client Relationships / Key Account Management.
2. Ability to multi-task and handle several client accounts
3. Ability to adapt to a new and constantly evolving work environment

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Walk-in-Interview for the Post of Programme Manager for B.Voc.

programme

at TISS Guwahati Campus,

on 15th June 2016 from 10:00 am onwards.

For further details please contact

Dr. Shivani Chauhan Barooah

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