



## KERALA ACADEMY FOR SKILLS EXCELLENCE

*Department of Labour and Skills, Government of Kerala*

No. KASE/CMD/001/2024

February 09, 2024

### **NOTIFICATION**

The Kerala Academy for Skills excellence (KASE), the State Skill Development Mission under Department of Labour and Skills, Government of Kerala, invites applications from qualified and competent candidates for appointment to the following posts **on contract basis**. Interested candidates may apply ONLINE through the website of the Centre for Management Development (CMD), Thiruvananthapuram ([www.cmd.kerala.gov.in](http://www.cmd.kerala.gov.in)) by satisfying themselves with the terms and conditions of this recruitment.

#### **Schedule of Events:**

Start date for submitting online application                      **February 09, 2024 (10:00 A.M.)**

Last date for submitting online application                      **February 19, 2024 (05:00 P.M.)**

The details of posts, no. of vacancies, eligibility criteria and monthly consolidated pay are as given below:

<b>Sl. No.</b>	<b>Post</b>	<b>Qualification</b>	<b>Experience</b>	<b>Upper Age Limit</b>	<b>Monthly Consolidated Pay (in Rs.)</b>
1	Senior Consultant <i>(Documentation and Knowledge Sharing)</i>  <i>No. of Vacancies: 01</i>	Post-Graduation in English or equivalent from a University/ Institute recognized by Government <b><u>Desirable</u></b> Doctorate in English from a University/ Institute recognized by Government	Minimum eight years of experience as Educator/ Academician. <b><u>Desirable</u></b> Knowledge in skill development course designing	45 years	90,000

Sl. No.	Post	Qualification	Experience	Upper Age Limit	Monthly Consolidated Pay (in Rs.)
2	Manager ( <i>Skill Convergence</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum ten years of experience in skill development or relevant field.	40 years	80,000
3	Assistant Manager ( <i>Centrally Sponsored Projects</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum nine years of experience in skill development or relevant field	40 years	55,000
4	Executive ( <i>Skill Convergence</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in skill development/project management or similar field	36 years	40,000
5	Executive ( <i>IT</i> )  <i>No. of Vacancies: 01</i>	Full time B. Tech./B.E. (Computer Science or Information Technology) or MCA or equivalent with minimum 60 % marks from a University/ Institute recognized by Government	Minimum one year experience in a relevant field  <b>Essential:</b>  a. Strong understanding of OOPs concept and programming architecture b. Knowledge of front end languages and libraries (HTML, Java script, XML, CSS, jQuery) c. Should know the latest design pattern like MVP, MVVM and jetpack components. d. Familiar with databases (SQL and no SQL (is add on)) e. Should understand the	36 years	40,000

Sl. No.	Post	Qualification	Experience	Upper Age Limit	Monthly Consolidated Pay (in Rs.)
			<p>requirement and have good debugging and bug fixing ability</p> <p>f. Should have knowledge of web deployment and basic server setup.</p> <p><b>Desirable:</b></p> <p>a. Knowledge of backend language such as Java,PHP, Kotlin</p> <p>b. Javascript framework (Angular, react.js and node.js)</p> <p>Knowledge of android UI components and widgets</p>		
6	Executive ( <i>Operations &amp; Strategy</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in the Operations division of a reputed company or a Government department	36 years	40,000
7	Executive ( <i>DSDP</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in skill development/ project management or similar field	36 years	40,000
8	Executive ( <i>Curriculum Development</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in design/implementation of training programmes or in curriculum development	36 years	40,000
9	Executive ( <i>Documentation</i> )  <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in a relevant field	36 years	40,000

Sl. No.	Post	Qualification	Experience	Upper Age Limit	Monthly Consolidated Pay (in Rs.)
10	Executive (Projects - Accreditation) <i>No. of Vacancies: 01</i>	MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in design/implementation of skill training programmes	36 years	40,000
11	Executive (Projects - COE) <i>No. of Vacancies: 01</i>	Full time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in skill development/ project management or similar field	36 years	40,000
12	Executive (Accounts) <i>No. of Vacancies: 01</i>	1. Graduation in Commerce from a University/Institute recognized by Government 2. Working knowledge of Tally	Minimum two years' experience in a relevant field	36 years	40,000
		<b>OR</b>	Minimum one year's experience in a relevant field		
15	Executive (CSS) <i>No. of Vacancies: 01</i>	Full-time MBA or MSW or Graduation in Engineering or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in skill development/ project management or similar field	36 years	40,000
14	Business Development Executive <i>No. of Vacancies: 02</i>	Full time MBA in Marketing or equivalent with minimum 60 % marks from a University/ Institute recognized by Government.	Minimum one year experience in skill development/ project management or similar field	36 years	40,000

### **Cut-off dates for eligibility**

The cut-off date for the purpose of eligibility on age criteria shall be February 01, 2024.

The cut-off date for the experience shall be February 01, 2024.

### **Selection Process**

The selection process may comprise of Written Examination and/or Personal Interview. KASE reserves the absolute right to decide as to whether to use any/a combination of these modes for selection to the notified posts.

### **Instructions for Uploading Photograph, Signature and Curriculum Vitae**

- Scan the latest photograph of the candidate and upload the same in the space provided in the online application [scanned image shall be less than 200 kB and in \*.JPG format only]
- Candidate shall make his/her signature on a white paper, scan the same and upload it in the space provided in the online application [scanned image shall be less than 50 kB and in \*.JPG format only]
- The candidate has to scan his full signature, since the signature is proof of identity, it must be genuine and in full; initials are not sufficient. Signature in CAPITAL LETTERS is not permitted. The signature must be signed only by the candidate and may not by any other person.
- Candidate will have to upload a Curriculum Vitae (CV) in \*.JPG or \*.PDF format only, and the size of the document shall not exceed 3 MB.

### **Tentative Timeline**

The tentative timeline of the recruitment is as given in the table below:

<b>Sl. No.</b>	<b>Activity</b>	<b>Critical Dates</b>
1.	Receipt of Applications	09.02.2024 (10.00 A.M.) to 19.02.2024 (05.00 P.M.)
2.	Written Test, if required	26.02.2024
3.	Final Interview	29.02.2024

## General Instructions

1. The applicants are required to go through the detailed notification carefully and decide about their eligibility for this recruitment before applying and shall enter the particulars completely online.
2. KASE shall not be responsible for any discrepancy in submitting the online application.
3. Applicants must compulsorily fill-up all relevant fields of the online application.
4. Incomplete/incorrect application form will be summarily rejected. KASE under any circumstances will not entertain the information, if any, furnished by the candidate subsequently. Applicants should be careful in filling-up the application form at the time of Submission. **If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of the recruitment process or even at a later stage.**
5. The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the online application form do not tally with the original documents produced by the Candidates, his/her candidature will be rejected.
6. KASE reserves the right to fill or not fill the post advertised.
7. Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. KASE may send intimation to download call letters for Written Test/Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying online application and must maintain that email account and mobile number.
8. The copy of the Appointment letters, Salary Certificates, pay slip, etc., will not be accepted in lieu of the work experience certificate.

**Sd/-**  
**Authorized Signatory**