

**REF: JDRC PROJECT/NJB-NIFT/RECRUITMENT/2023/**

**MASTER TRAINER**

**SUB:** VACANCY ANNOUNCEMENT FOR THE POST OF 2 NOS. OF MASTER TRAINER FOR JDRC PROJECT AT PATSAN BHAVAN, New Town, West Bengal

**EMPLOYER-** NATIONAL JUTE BOARD, Ministry of Textiles, GOI

**TYPE OF EMPLOYMENT-** Contract

**NATURE OF JOB-** 6 days a week –full time

**PERIOD OF ENGAGEMENT-** 3 YEARS with probation of 1 year

**JOB LOCATION-** PATSAN BHAVAN AND OTHER JUTE CLUSTERS AS AND WHEN REQUIRED BY NJB

**SALARY-** Consolidated amount of Rs.20,000/- pm

**ELIGIBILITY-** Master Trainers will be selected from the empanelled list of Master Trainers registered with NJB. Candidates with ample knowledge of construction, patternmaking, and jute product development, including bags, will be preferred. Basic knowledge of jute machine operation and printing – screen and block will be an added advantage.

Minimum 10 years of experience.

**Role of Master Trainers:**

- To assist Designers in running the centralised Design development and resource centre at PatsanBhavan, Kolkata
- To assist Designers in maintaining a repository of about 1600 new and innovative JDPs designs
- To assist Designers in extending support to develop JDP unit-specific designs and products on cost sharing basis
- To assist Designers in continuously disseminating designs developed by the NIFT/NID passed designers in the proposed Jute Design Resource Centre at PatsanBhavan, Kolkata, to the beneficiaries/production units created by the JRCP to manufacture and market worthy new products.

- To assist Designers in helping JDP manufacturers, Artisans, WSHGs and exporters by developing, designing and disseminating market-worthy modern, innovative and trend-forecasting designs to help gain businesses in domestic and export markets
- The Designers & Master Trainers should prepare Designs Catalogues on a Quarterly Target basis.

Applications are to be emailed with a cover letter with reference no. **JDRC PROJECT/NJB-NIFT/RECRUITMENT/2023/MASTER TRAINER** addressed to **NJB, KOLKATA**, along with detailed CV to [t\\_ayyappan@yahoo.com](mailto:t_ayyappan@yahoo.com) and [ad.mkt@njbindia.in](mailto:ad.mkt@njbindia.in) by 10<sup>th</sup>.07.2023

**Selected candidates will be interviewed during Mid July 2023 at the NJB Office. Details will be communicated to shortlisted candidates based on CVs.**

**REF: JDRC PROJECT/NJB-NIFT/RECRUITMENT/2023/**

**DESIGNER**

**SUB: VACANCY ANNOUNCEMENT FOR THE POST OF 2 NOS. OF DESIGNERS FOR JDRC PROJECT AT PATSAN BHAVAN, New Town, West Bengal**

**EMPLOYER-** NATIONAL JUTE BOARD, Ministry of Textiles, GOI

**TYPE OF EMPLOYMENT-** Contract

**NATURE OF JOB-** 6 days a week –full time

**PERIOD OF ENGAGEMENT-** 3 YEARS with probation of 1 year

**JOB LOCATION-** PATSAN BHAVAN AND OTHER JUTE CLUSTERS AS AND WHEN REQUIRED BY NJB

**SALARY-** Consolidated amount of Rs.50,000/- pm

**ELIGIBILITY-** Minimum 4 years B. Des degree from NIFT/NID with 7-10 years' experience of product designing. Candidates with ample knowledge of jute product development including bags will be preferred.

**Role of Designers:**

- To maintain a repository of about 1600 new and innovative JDPs designs
- To help JDP manufacturers, Artisans, WSHGs and exporters by developing, designing and disseminating market-worthy modern, innovative and trend-forecasting designs to help gain businesses in domestic and export markets
- During developing Designs, the Designer has to combine Art, Science and Technology to bring innovative JDs, Exploring Demand-pull innovation, and Invention pull innovation, in Jute products.
- To run a centralised Design development and resource centre at PatsanBhavan, Kolkata
- To extend support to develop JDP unit-specific designs and products on cost sharing basis
- To continuously disseminate designs developed by the NIFT/NID passed designers in the proposed Jute Design Resource Centre at PatsanBhavan, Kolkata, to the beneficiaries/production units created by the JRCPC for manufacturing and marketing market-worthy new products.
- The Designers should have regular interaction with the Jute Industry / JPDEPC / Entrepreneurs / Exporters for seeking product and Design requirement inputs.
- The Designers & Master Trainers should prepare Designs Catalogues on a Quarterly Target basis.

Applications are to be emailed with a cover letter with reference no. **JDRC PROJECT/NJB-NIFT/RECRUITMENT/2023/DESIGNER** addressed to **NJB, KOLKATA**, along with detailed CV to [t\\_ayyappan@yahoo.com](mailto:t_ayyappan@yahoo.com) and [ad.mkt@njbindia.in](mailto:ad.mkt@njbindia.in) by **10<sup>th</sup>.07.2023**

**Selected candidates will be interviewed during Mid July 2023 at the NIFT campus. Details will be communicated to shortlisted candidates based on CVs.**

## **REF: JDRC PROJECT/NJB-NIFT/RECRUITMENT/2023/**

### **SUPPORT STAFF**

**SUB: VACANCY ANNOUNCEMENT FOR THE POST OF 2 NOS. OF SUPPORT STAFF FOR JDRC PROJECT AT PATSAN BHAVAN, New Town, West Bengal**

**EMPLOYER-** NATIONAL JUTE BOARD, Ministry of Textiles, GOI

**TYPE OF EMPLOYMENT-** Contract

**NATURE OF JOB-** 6 days a week –full time

**PERIOD OF ENGAGEMENT-** 3 YEARS with probation of 1 year

**JOB LOCATION-** PATSAN BHAVAN AND OTHER JUTE CLUSTERS AS AND WHEN REQUIRED BY NJB

**SALARY-** Consolidated amount of Rs.15,000/- pm

**ELIGIBILITY-** Graduate with working knowledge of record keeping, documentation and other digital and physical data management. Candidates with machine operational knowledge related to the Jute industry will be preferred.

Minimum 5 years of experience.

#### **Role of Support Staff:**

- To assist Designers and Master Trainer in running the centralised Design development and resource centre at PatsanBhavan, Kolkata
- To assist Designers and Master Trainer in maintaining a repository of about 1600 new and innovative JDPs designs
- To assist Designers and Master Trainer in extending support to develop JDP unit-specific designs and products on cost sharing basis
- To assist during workshops - clerical jobs and record keeping, disbursement of raw materials to trainees, record keeping of attendance and help prepare wage compensation claims
- To assist in machine maintenance and maintenance of the design studio and related space
- To perform any other role and function as may be asked from time to time by the Designer and officials of NJB and NIFT for smooth project functioning.

Applications are to be submitted along with a cover letter with reference no. **JDRC PROJECT/NJB-NIFT/RECRUITMENT/2023/SUPPORTSTAFF** addressed to **NJB, KOLKATA**, along with detailed CV to [t\\_ayyappan@yahoo.com](mailto:t_ayyappan@yahoo.com) and [ad.mkt@njbindia.in](mailto:ad.mkt@njbindia.in) by **10<sup>th</sup> July.2023**

**Selected candidates will be interviewed during Mid July 2023 at the NJB Office. Details will be communicated to shortlisted candidates based on CVs.**