

Deputy Director (School of Services)

(One Vacancy)



World Skill Center

Odisha Skill Development Authority

THE ROLE

As **Deputy Director (School Of Services)**, you will be an integral member of the senior management team at WSC. You will play a pivotal role in providing the School of Services with effective leadership. You will assist the Director of the School of Services to lead and develop a team of passionate trainers in training and nurturing the WSC students into Work-ready, World-ready skilled professionals. You will also provide guidance and support for the delivery of the school's services, as well as develop strategies for the School of Services to ensure its long-term sustainability. Ensure that the school complies with all relevant rules and regulations. Additionally, you will be responsible for building relationships with external stakeholders.

KEY RESPONSIBILITIES

- Report to the Director of the School of Services and provide academic and professional leadership for the School of Services in line with WSC mission, vision, values, and desired outcomes of WSC education.
- Support the Principal, Deputy Principal, and Director of the School of Services in preparing a strategic plan along with the overall School of Services internal capability development strategy for every initiative.
- Develop and monitor Key Performance Indicators (KPIs) at the School of Services level and ensure alignment with WSC overall KPIs.
- Spearhead strategic collaborative partnerships with industry to promote WSC, identify industry needs, create job placement for WSC students, and review WSC curriculum and training facilities to meet industry requirements.
- Lead and develop a team of passionate and competent School of Services staff to achieve successful staff and student learning and development outcomes.
- Manage day-to-day operations of the School of Services, including supervision of staff performance, delivery of training, student management, facility upkeep and maintenance, budgeting, and other administrative and operational duties.
- Mentor academic and non-academic staff to facilitate a collaborative approach to learning, teaching and evaluation to raise overall WSC performance standards and competencies
- Develop performance criteria, establish and track performance expectations at the School of Services level and associated with key strategies, and work with stakeholders in the

WSC community to regularly assess and adjust performance criteria

- Initiate and spearhead innovations in the delivery of training using various methodologies such as Design Thinking, Problem Solving Tools, etc

REQUIRED ESSENTIAL QUALIFICATION

Applicant must have a PG Degree/PG Diploma in Management or Hospitality or Other equivalent disciplines

REQUIRED ESSENTIAL EXPERIENCE

Minimum 10 years of relevant work experience in the services industry and or/ in technical and vocational education, providing training and/or consultancy services in services related areas.

DESIRED COMPETENCIES

- Strong track record of career success as evidenced by being in positions of increasing responsibility.
- Keen interest and awareness of key external and internal changes and development within and outside Odisha, to identify opportunities for continual improvement of WSC.
- An extensive professional network of trade industries, partners, foundations, and business/corporate leaders
- Passion for the higher education industry
- Good leadership and people skills, self-motivated and resourceful
- Ability to work independently and as a team, and inspire team
- Strong analytical, conceptualization, and writing skills, and ability to articulate ideas in a clear and succinct manner

Trainer (Beauty, Wellness & Spa)

Fifteen Vacancies



World Skill Centre

Odisha Skill Development Authority

THE ROLE

As **Trainer (Beauty & Wellness)** you will play a critical role in recognising and nurturing students' potential and their lifelong learning needs. In addition, you will also carry out industry or consultancy projects to remain relevant in the profession and to evolving changes in industry and maintain strong linkages with industry and schools. This position reports to the **Course Manager (Beauty & Wellness)**.

KEY RESPONSIBILITIES

- Report to the Course Manager (Beauty & Wellness)
- Design curriculum, plan and deliver formal lessons on Massage Therapy, Skincare, Nail care, Make-up, Spa and Customer Service Management
- Facilitate student-learning and provide guidance to students in their character development
- Build industry networks and partnerships for academic-industry collaborations
- Assist the School of Services in academic administration, events management, conduct of outreach programmes and representation roles in other working committees within World Skill Center
- Any other duties assigned by the Course Manager (Beauty & Wellness)

REQUIRED ESSENTIAL QUALIFICATION

Applicant must have a 02 Year Diploma in Beauty Culture,

OR

01 Year Professional Diploma in a related field

REQUIRED ESSENTIAL EXPERIENCE

Minimum 03 years of relevant industry experience or work experience in technical and vocational education in Beauty & Wellness/Spa Procedures

DESIRED COMPETENCIES

- Strong analytical, conceptualization and writing skills
- Ability to articulate ideas in a clear and succinct manner
- Ability to work independently and as a team, and inspire team members and peers.
- Must be passionate about teaching.

Trainer

(Hair Fashion & Design)

(Fifteen Vacancies)



World Skill Centre

Odisha Skill Development Authority

THE ROLE

As **Trainer (Hair Fashion & Design)** you will play a critical role in recognising and nurturing students' potential and their lifelong learning needs. In addition, you will also carry out industry or consultancy projects to remain relevant in the profession and to evolving changes in industry and maintain strong linkages with industry and schools. This position reports to the Course Manager (Hair Fashion & Design).

KEY RESPONSIBILITIES

- Report to the Course Manager (Hair Fashion & Design)
- Design curriculum, plan and deliver formal lessons on Hair Fashion & Design such as Haircutting, Hairstyling, Hair Perming, Hair Coloring, Salon Procedures and Customer Service Management
- Facilitate student-learning and provide guidance to students in their character development
- Build industry networks and partnerships for academic-industry collaborations
- Assist the School of Services in academic administration, events management, conduct of outreach programmes and representation roles in other working committees within World Skill Center.
- Any other duties assigned by the Course Manager (Hair Fashion & Design)

REQUIRED ESSENTIAL QUALIFICATION

Applicant must have a 02 Year Diploma in Beauty Culture
OR
01 Year Professional Diploma in a related field

REQUIRED ESSENTIAL EXPERIENCE

Minimum 03 years of relevant industry experience or work experience in technical and vocational education in Hair Fashion/ Salon Procedures

DESIRED COMPETENCIES

- Strong analytical, conceptualization and writing skills
- Ability to articulate ideas in a clear and succinct manner
- Ability to work independently and as a team, and inspire team members and peers
- Must be passionate about teaching