



Date: 08.12.2021

Advertisement for Short-Term Recruitment of Teaching Facilitators

The Delhi Skill and Entrepreneurship University (DSEU) has been established through an act of the Legislative Assembly of the National Capital Territory of Delhi, namely the “Delhi Skill and Entrepreneurship University Act, 2019 (DELHI ACT 04 OF 2020) to provide quality education in applied sciences and skill education. The University came into existence on 15 August 2020 vide Notification dated 14.08.2020.

This advertisement is for the short-term position of Teaching Facilitators at DSEU in various Bachelor level programs being offered at DSEU.

Roles & Responsibilities:

Teaching Facilitators will assist different DSEU faculty members in tasks pertaining to:

- Support faculty in preparation of student academic reports and records, examination/ invigilation work and other teaching related work.
- Support faculty in developing lesson plans
- Manage and conduct practical for students and manage inventory of practical labs wherever applicable
- Interacting and guiding the students academically
- Ability to handle tutorials/lectures and support with evaluation of student assignments
- Assist in research work carried out by the faculty
- Manage administrative tasks such as document creation, file management and other tasks as assigned by the faculty
- Help to develop power point and other instructional material for sessions
- Suggest supporting material/media (audio, video, simulations, role-plays, games, etc).

Key Areas for which TFs are required:

S.No	Program Name
1	BBA (Banking Financial Services & Insurance)
2	BBA (Facilities & Hygiene Management)
3	BBA (Retail Management)
4	BMS (Land Transportation)
5	BMS (E- Commerce)
6	B.A. (Spanish)
7	B.A. (Aesthetic & Beauty Therapy)
8	B.A. (Digital Media & Design)
9	B.Com (Business Process Management)
10	B.Sc. (Data Analytics)
11	B.Sc. (Medical Lab Technology)
12	Soft Skill

Duration: 6 months appointment extendable upto one year. For B.Sc. MLT the appointment will be for 1 year extendable upto 2 years.. This is a purely temporary position.

Remuneration: Rs. 20,000-40,000/month

Key Qualifications

1. Bachelor's/Master's degree or equivalent in the relevant field
2. Teaching/industry experience of 2-5 years
3. Upto 30 years of age as on 30th September 2021
4. Interest in teaching and learning practices

OR (Applicable only for B.A. in Aesthetics and Beauty Therapy Program)

1. Have completed intermediate or diploma/certifications (of a minimum duration of six months) in the relevant field from a reputed Organization/Training Institution.
2. Have 2-8 years of training/industry experience in the relevant field
3. Upto 30 years of age as on 30th September 2021

OR (Applicable only B.Sc. (Medical Lab Technology))

- BSc MLT with a minimum of 2 years experience or Diploma in MLT with 3 Years of Experience.
- Experience in Medical labs in the core subjects of MLT

Desirable:

1. Interested in Higher Education
2. Good Communication Skills
3. Good Excel Skills and knowledge of basic programming
4. Ability to interact with young students
5. Attention to detail

General Instructions :

1. Individuals of all nationalities are encouraged to apply.
2. Before applying, a candidate should ensure that she/he fulfills all the eligibility conditions norms.
3. No correspondence whatsoever will be entertained from applicants regarding any delays, conduct and result of interview and reason for not being called for an interview.
4. The decision of DSEU in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information and mode of selection will be final and binding on the candidates and no enquiry or correspondence will be entertained by DSEU in this connection.
5. DSEU reserves the right to cancel the candidature of the candidate at any stage of recruitment process and even after the selection / appointment of the candidate, if she/he does not fulfill the conditions specified in the notification.
6. Incomplete applications and those received after the closing date or without relevant documents shall be rejected.
7. Original documents will be required to be presented for verification as and when asked by the University.
8. The last date to apply is 15 December 2021.
9. **Please fill in the form for your application on <https://forms.gle/pKDSHnHqNU9JeFCD8>**
10. Queries pertaining to the positions may also be mailed to acad-recruitment@dseu.ac.in