

Job Description for Rozgar Saathis for Rozgar Centers

Rozgar Saathi

Rozgar Bazaar, Delhi Govt's ambitious initiative, aims to improve employment and livelihood outcomes for job seekers in Delhi. In pursuit of the same, Delhi Skill & Entrepreneurship University (DSEU) is launching **Rozgar Centers** in the city to make employment related services available to the citizens of Delhi, especially those who are digitally disconnected. DSEU is looking to immediately recruit **12 Rozgar Saathis** who will be responsible to provide on-ground support in operating these centers and extending RB services to the citizens in assisted mode. The Rozgar Saathis will be ambassadors of the project at grassroots level.

ROLES AND RESPONSIBILITIES OF A ROZGAR SAATHI

- Each Rozgar Saathi will be allocated a Rozgar Center. Each center shall be run by 2 Saathis
- The Saathi shall be responsible to support the end citizens through their engagement with Rozgar Center
- The Saathi will assist the end citizen with job matching and career guidance, and will also recommend relevant skilling opportunities
- The Saathi will build a lasting relationship with each incoming citizen, track their outcomes and follow up regularly to ensure continued participation
- The Saathi will be required to gain hyperlocal understanding of the job market and support DSEU in building Delhi's labour market knowledge
- The Saathi will create partnerships with employers to aggregate jobs
- The Saathi will work closely with DSEU and its appointed partners throughout their engagement
- The Saathi will undergo regular and rigorous training by DSEU or its appointed partners prior to initiation of service delivery
- The Saathi will support DSEU in scale up of the project across more centers in Delhi
- The Saathi will manage ad hoc tasks if any, assigned by the competent authority

QUALIFICATIONS

Essential: Bachelor's degree in any discipline with minimum 50% (or equivalent CGPA)

Desirable: Specialization in Psychology or related programmes

EXPERIENCE

Essential: Graduate with 2 years of full-time relevant work experience

Desirable: Experience of working with low-income communities and on community development projects. Additionally, any knowledge of local employers and job aggregators, experience of either employability skills, job placement, youth development or vocational training programmes either directly or indirectly will be seen favorably.

LANGUAGE REQUIREMENT: Working knowledge of English and Hindi is essential.

AGE LIMIT: The candidate should be younger than 35 years of age on 1 January, 2023

REMUNERATION: Rozgar Saathis will receive a monthly remuneration of ₹25,000/-

TERMS OF ENGAGEMENT: The initial term of engagement shall be of 6 months with opportunity for extension to one year. The salary shall remain fixed for the entire period of contract (as mentioned above).