

Skills Program Managers
(Position Code – SPM)

(1) Job Context:

IL&FS Skills Development Corporation (IL&FS Skills: www.ilfsskills.com) is India's largest vocational skills training company, established in joint venture partnership with National Skills Development Corporation (NSDC). Our programs are delivered through a network of 300+ Institutes of Skills on a 'hub and spoke' model, in more than 20 States of India. Around 1.7 million persons have been skilled/up-skilled till date through programs funded by Central and State Governments, Corporates (under CSR), Employers (on Hire-and-Train model) and trainees themselves under self-paid model

In the current role as a Skills Program Manager, you will be responsible for the end-to-end management of a skills program or a skills Institute including their P&L.

(2) Job Role:

- Identifying, conceptualizing, sourcing of skill development mandates
- Conducting need/demand assessment surveys for identification of courses to be offered
- Implementing skill development mandates covering identification of placement opportunities, mobilization of trainees (marketing the courses offered) and training delivery to meet customer expectations and ensuring adherence to performance indicators
- Managing internal teams & external partners (clients, vendors etc) to ensure effective, quality based & timely delivery of assignments
- Ensuring quality of delivery, compliances (service level agreements), documentation & reporting to all stakeholders
- Facilitating preparation of program collateral, success stories and impact assessment reports with support from Communications team

(3) Key Accountability:

- Managing Budget & Profitability at unit level (Programme/Region/Centre as the case may be)
- Overall effectiveness of skill development mandates including meeting the eventual outcome of ensuring 'job readiness'/efficiency enhancement of the trainee leading to Empowerment
- Ensuring quality of delivery, compliances (service level agreements), documentation & reporting to all stakeholders
- Managing internal and external partnerships

(4) Experience

- **Academic** - Post Graduate in Business Management / Social development
- **Work**
 - Minimum 7-8 years of experience preferably in development and implementation of programmes in social development sector
 - Must have passion and enthusiasm for working in social development
 - Proven ability to implement & manage delivery of training programs/social development initiatives
 - Demonstrated skills in people management and collaboration

- Must possess skills for business orientation and have excellent verbal and written communication skills
 - Possess good analytical skills & have eye for detailing / micro management capabilities
 - Should be in a position to travel
- (5) **Competency Wishlist:** Have ownership/entrepreneurial spirit (Result Oriented approach, working in strict Timelines, willing to work extended hours and Travel etc)
- (6) **Locations :** Multiple – Across India
- (7) **Remuneration :** As per Industry Standards

Interested candidates with relevant profile may apply at iets.recruitment@ilfsindia.com with Subject: “Application for <<Position Code>>” with their latest CV and a covering letter stating 3 locations in sequence of preference and description of why they would be the best fit for the applied role.