



## Tamil Nadu Skill Development Corporation



### **Expression of Interest (EOI) for Empanelment of Master Trainer and Master Assessor for Skill Development Training's under Tamil Nadu Skill Development Corporation (TNSDC)**

**Reference No: 2801/SDC-7/2023**

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**Expression of Interest (EoI)**  
**For Empanelment of Master Trainer and Master Assessor for**  
**Skill Development Trainings**

The TNSDC has been working continuously to develop a pool of qualified trainers and assessors through the Short Term Training program. The TNSDC aspires to have a pool of Certified Master Trainers and Master Assessors.

We therefore anticipate the empanelment of the Master Trainer and Assessor in various job roles/trades at various NSQF levels who has sufficient academic, professional, and industry experience and who can contribute their skill sets in TOT and TOA programs.

One of the salient features of the TNSDC is designing of training programmes, based on industry demands of different segments and to ensure that all successful trainees are certified through accredited agency. TNSDC has been provisionally approved as Awarding Body by NCVET for assessing proficiencies of skills of trainees across the core sectors.

<b>Name of the Service</b>	<b>Sectors *</b>	<b>General Instruction</b>
Providing Skill Development Training to the Target Group of Tamil Nadu Skill Development Corporation.	37 Sectors as per the <b>Annexure-I</b> (and ) Foreign Languages (Japanese, Korean & French)	Since the empanelment of Master Trainers is a continual process, only corrigendum will be made as and when needed for other sectors.

\*Refer Annexure II for More details about Sector & Job role

- ❖ The EoI documents are available on website <https://www.tnskill.tn.gov.in>
- ❖ The interested candidates will have to submit all required documents through online only. Please refer applications at <https://www.tnskill.tn.gov.in>
- ❖ Interested and eligible candidates shall submit their application through online throughout the financial year up to March 31<sup>st</sup> 2024.
- ❖ Right to reject any or all the applications is reserved by Managing Director, TNSDC.

**Managing Director**  
**TNSDC**

## **About TNSDC**

Tamil Nadu Skill Development Corporation was registered as a non-profit, Section 8 Company (Section 25 Company as per the old act) under Companies Act in the year 2013 to address the skill gap requirement and to expand the ambit of its functions. Initially, it was formed as Tamil Nadu Skill Development Mission in 2009 and later converted into a Society followed by incorporation as a Company under the Companies Act.

## **Vision of TNSDC**

Transform the youth of Tamil Nadu into skilled human resources by training them with industry-relevant skills on par with national and global standards by addressing the existing and future skill demand.

## **Mission of TNSDC**

Provide skilling to be outcome-centric, enabling employment including self-employment, entrepreneurship and opportunities for overseas employment. Enhance the productivity of the existing workforce by skilling, upskilling, re-skilling, and Recognition of Prior Learning (RPL) with upskilling, aligning with NSQF. Identify and Implement skilling for new-age technology and future skills, including Industry 4.0 to meet the demand of the industries. Provide recognized certifications for the skills acquired, enhancing the value of these skills in the job market. Regularly monitor and evaluate the outcomes of the skill development programs to ensure their effectiveness and impact.

## **Nodal Agency for Skilling**

The Government has declared the Tamil Nadu Skill Development Corporation as a Nodal Agency forentire state in the year 2013. This ensured adopting common standard framework of programs and fee structures, by which overlapping or duplication of efforts and wastage of resources will be avoided. This declaration helps in creating synergy among different departments engaged skilldevelopment activities.

TNSDC through the Expression of Interest (EOI) from various Industries, MSME's and training agenciesfor empanelment as Training Partners to undertake projects under short term skill training schemes inthe state of Tamil Nadu. Industries and MSME's onboarding as training Partners are expected to train the candidates in their premises and in turn provide the captive employment with in the same company or sister concern.

The scheme implemented by Training Partners which is selected by TNSDC and these Training Partnersare from various backgrounds public sector, private entities, corporate houses, Govt. institutes of excellence etc. This scheme has a component of skill training and placement attached to it and a suitablepayment is made to the training Partners as per scheme guidelines.

The training Partners are expected to apprise them selves with all aspects of the detailed guidelines of the schemes

**Objective of the Program:**

- ✓ To Empanel the qualified Trainer & Assessors as Master Trainers & Assessors of TNSDC in order to Create a Pool of Qualified Trainer and Assessors repository in all sectors for Tamil Nadu Skill Development Corporation.

**Scope of Empanelment:**

- ✓ To build an organization that can develop Standards, evaluation criterion and accreditation systems for the provision of numerous and diverse technical skills across the sector, including employability skills, to both men and women as well as person with disabilities, with regular and direct input from industry.
- ✓ To conduct in-person/online/hybrid trainings
- ✓ Review and develop training modules from time to time.
- ✓ To prepare session plan /Training delivery plan as per QP-curriculum requirements.
- ✓ Create opportunities for “Training of Trainers” and “Training of Assessors” in both the content and pedagogy for imparting skill training.
- ✓ Develop and promote a standardized, output oriented and quality assured affiliation and accreditation process and demonstrate sustainable business value through it.
- ✓ Focus on continuous improvisation of the training delivery value chain, i.e. training process, training content, trainers, curriculum design, industry endorsement for certification etc.
- ✓ To uphold certification, evaluation, and training standards.
- ✓ Conduct In-person/physical inspection of Training centre spread across the country as per norms stipulated by TNSDC

**Honorarium:**

- ✓ The empaneled faculties shall be paid honorarium in accordance with the norms of TNSDC, only if the empaneled faculty members participated in training programs of TNSDC.

**Disclaimer:**

- ✓ As and when required the service of the Empaneled Trainer and Assessor will be utilised by TNSDC. There is no guarantee that all the empaneled Trainer and Assessor will be utilised by TNSDC.

**Terms of Empanelment:**

- ✓ The eligible candidate will be screened by TNSDC. Only those candidates who

are qualified in the screening will be empaneled by TNSDC.

- ✓ The empanelment is temporary and it shall be continued based on the effectiveness of training or assessment delivered and feedback received from the participants in the program and other stakeholders. It shall be reviewed from time to time and shall be renewed accordingly.
- ✓ A person who is proved for any misconduct / fraudulent dealings in training /Assessment process will stand to lose the empanelment with immediate effect and can be blacklisted for 3 years based on seriousness of the offence.
- ✓ TNSDC may discontinue the services of empaneled Master Trainer / Master Assessor and these terms/ guidelines are subject to change at any time without any notice.

**Eligibility criteria:**

- ✓ Candidates who have already possessed Training of Trainers (ToT) and Training of Assessors (ToA) certification issued by NCVET recognized awarding bodies like Sector Skill Council(SSC), CIPET, etc., can apply.
- ✓ The candidates who are having more than 10 Years of hands on Industry experience in particular Sector and having necessary qualification for registering in ToT / ToA certification as prescribed in the link below.

<b>Trainer</b>	<a href="https://www.tnskill.tn.gov.in/TOT_TOA/Trainer_Eligibility_Criteria.xlsx">https://www.tnskill.tn.gov.in/TOT_TOA/Trainer_Eligibility_Criteria.xlsx</a>
<b>Assessor</b>	<a href="https://www.tnskill.tn.gov.in/TOT_TOA/Assessor_Eligibility_Criteria.xlsx">https://www.tnskill.tn.gov.in/TOT_TOA/Assessor_Eligibility_Criteria.xlsx</a>

**Application Procedures:**

- ✓ Interested candidates shall submit their applications through online <https://candidate.tnskill.tn.gov.in/Art/ArtRegistration/Registration>
- ✓ Application shall contain detailed information pertaining to educational qualifications and nature of work experience.

**Documents to be submitted:**

- 1) Profile of the candidate
- 2) All Trainer / Assessor profiles (resumes) to be submitted along with self-attested document proofs (educational, Experience & address proofs).
- 3) Previous experience details of execution of the training program to be submitted.

**Managing Director  
TNSDC**

### Annexure-I

Sl.No	Name of the Sector	No. of Job Roles Available
1	Aerospace and Aviation	9
2	Agriculture	30
3	Apparel	45
4	Automotive	108
5	Beauty and Wellness	21
6	BFSI	2
7	Capital Goods	42
8	Construction	10
9	Domestic Worker	9
10	Electronics and Hardware	23
11	Food Processing	30
12	Furniture and Fittings	8
13	Gems and Jewellery	14
14	Green Jobs	32
15	Handicrafts and Carpet	13
16	Healthcare	43
17	Hydrocarbon	3
18	Infrastructure Equipment	34
19	Instrumentation	13
20	Iron and Steel	8
21	IT-ITeS	107
22	Leather	52
23	Life Sciences	6
24	Logistics	8
25	Management	2
26	Media and Entertainment	71
27	Mining	42
28	Paints And Coatings	18
29	Persons with Disability	4
30	Plumbing	5
31	Power	9
32	Retail	19
33	Rubber	122
34	Sports	3
35	Telecom	48
36	Textiles And Handlooms	21
37	Tourism & Hospitality	40
Total		1074

Link: [https://www.tnskill.tn.gov.in/TOT\\_TOA/Sectors\\_JobRoles\\_Anx-1.xlsx](https://www.tnskill.tn.gov.in/TOT_TOA/Sectors_JobRoles_Anx-1.xlsx)

**Annexure-II**

<b>Language Courses and Eligibility</b>			
<b>S.N</b>	<b>Language</b>	<b>Certification / Minimum Qualification requirements</b>	
1	Japanese	JLPT (Japanese Language Proficiency Test) Level5 and above	Minimum having any one of the Certification (or) Equivalent certification can apply
2	French	DALF (Diploma in Advanced French Language), DELF,TCF, TEF, TFI & TNF	
3	Korean	KPE- Korean proficiency Exam, TOPIK - Test of Proficiency in Korean, KLAT - Korean Language Ability Test (formerly Korean Language Proficiency Test, or KLPT)	
4	German	Goethe- Zertifikat, KMK, NTD & TestDaF	

**Managing Director,  
TNSDC**

