

BIHAR VIKAS MISSION

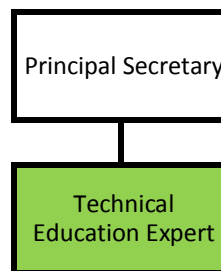
Job Description



1. General Information:

Position Title:	Technical Education Expert
Reports to:	Principal Secretary – Science & Technology Department
Department:	Bihar Vikas Mission
Job Code:	

2. Organization Chart



3. Key Accountabilities

Strategizing and Expert Advisory

- Manage and contribute to Department's work plan for management of engineering and other technical education colleges, by providing expert technical inputs in relation to the components such as curriculum development, content guidelines, infrastructural requirements, accreditations, certifications, training of teaching staff etc.
- Assist the Department in obtaining all the relevant certifications and accreditations (such as AICTE, NAAC, NBA etc.) by engaging with concerned officials of educational bodies and interpreting and communicating related requirements to the Department
- Assist the Department in design of the curriculum for the upcoming engineering colleges based on relevant data and information collated from need analysis surveys such as technology development trends, activity/competency profile of the potential students of the colleges, existing facilities of technical education, availability of appropriate environment for effective implementation of curriculum, availability of appropriate human resources and instructional resources etc.
- Identify current and emerging areas of employment and suggest improvements / additions in the curriculum to include related technical programmes
- Suggest necessary considerations for the process of designing a dynamic curriculum for the engineering and other technical education colleges while accounting for the pace and status of the technological advancement in the State and in the country and ensuring scope of modifications and iterations in the curriculum to accommodate for potential technological developments in the future
- Collaborate and liaise with experienced engineering educators, employers, pedagogical specialists, career counselors to provide inputs on the curriculum design and teaching methodology for the engineering and technical education colleges
- Establish tie ups with senior officials in IITs / NITs and noted academicians to facilitate exposure visits, guest lectures and faculty training, as and when required
- Facilitate the process of involvement of industry professionals in curriculum development and benchmarking exercises to identify future recruiters' requirements, mandatory industry immersion

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courses and synergize the curriculum with industry practices and needs

- Provide consultations with respect to making the institutes and the academic curriculum student oriented through inclusion of aspects of personality development modules and soft skill lessons to enhance the level of employability of the students

Continuous Improvement

- Identify opportunities for continuous improvement of systems, processes and practices taking into account international and national best practices, in order to facilitate cost optimization and productivity improvement

Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner

Related Assignments

- Perform other related duties or assignments as and when required

4. Qualifications and Experience

Minimum

- Master's degree or higher (full time) in Engineering / Technology
- Minimum 10 years of post-qualification experience in teaching and / or research positions in engineering and / or technical education colleges in India

Preferred

- Less than 65 years of age as on 1st January 2020.
- Experience in senior level positions (Director or above) in Central Government education bodies / institutes like AICTE / UGC etc. or in State Government Directorate of Technical Education or in senior level positions like VC / Registrar / Dean / Principal / Director in engineering / technical education colleges
- Experience in curriculum design & enhancement and / or in facilitating certifications & accreditations for technical education colleges
- Ph.D. / Doctorate
- Certificates / Courses in relevant areas will add weight to the candidature.
- Honors / Awards in relevant area will be an added advantage

5. Knowledge and Other Skills

- Experience in designing and implementing technical / engineering training modules including curriculum, lesson plans, facilitation guides, objectives, and learning assessments
- Excellent working knowledge of teacher training courses and material
- Strong knowledge and experience with education research and latest trends and technologies used in top engineering colleges in India
- Fluency in written and spoken English and Hindi