

ADVERTISEMENT FOR HIRING OF JUNIOR FACULTY ON AD-HOC BASIS

Footwear Design & Development Institute popularly known as FDDI, working under the aegis of the Ministry of Commerce & Industry, Govt. of India. FDDI, Fursatganj invites applications from eligible professionals in its School of Retail and Fashion Merchandise for the position of Junior Faculty on ad- hoc engagement basis to meet the urgent academic requirements at Fursatganj Campus. The following are the criteria and terms and conditions for the selection of the candidates:

1. Eligibility

- Qualification, experience, age criteria and consolidated pay of Junior Faculty shall apply as per the annexure given at the end of this document.
- Age relaxation will be applicable as per Government of India rules.
- Merit, practical teaching ability presentation and communication skills shall be given due importance.
- Candidates from SC/ST/OBC/EWS and differently abled categories are encouraged to apply.

2. Tenure

Initial tenure of engagement to be up to 6 months, can be extended up to 6 months at a time by fresh engagement only upto a period decided by the management.

3. Remuneration

- Junior Faculty: Rs. 50,000/- per month.
- For engagement for part of the month, pro-rata payment presuming a 30-day month will be considered.
- Persons under Ad-hoc engagement shall be eligible for two casual leave per month, with carry-forward within the current engagement period of 6 months. Casual Leaves not availed within the engagement period shall lapse. No earned leave or leave encashment admissible.

- No other benefits admissible other than those mentioned above. No claim for HRA, House Allocation, LTC, Medical etc. applicable. Temporary house/hostel accommodation can be provided at the discretion of the institute upon payment of due charges. However, the temporary accommodation shall have to be vacated within 15 days of discontinuation of ad-hoc engagement.
- FDDI Attendance rules and Travel on official duty entitlements shall apply for the respective levels.

4. Duties and Responsibilities

- Perform all such functions as are the responsibility of the concerned role.
- Shall assist in student evaluation, project assessment, and other academic functions as assigned.
- Discharge such other responsibilities as are assigned by HOD/ED concerned.
- Adhere to all policies and rules of FDDI as issued from time to time.

5. Attendance and Discipline

- Working days shall typically be 5 days per week. However, engaged person can be required to attend office on weekends or holidays for operational reasons against which the employee can claim comp-off as per the norms of the institution.
- Ensure maximum student attendance in assigned classes.
- Ensure discipline in class and encourage students to follow discipline in their conduct.
- Submit weekly attendance reports through ERP.
- Participate in departmental reviews and discipline meetings.

6. Performance Review

Periodic reviews will be conducted by the management on student's feedback, class observation and compliance with duties. Reviews shall form part of the record at the time of re-engagement.

7. Age Limit: As per vacancy detail in the annexure at the end of this document.

8. Method of Selection: The selection of candidates shall be through interview

9. Application Process: Interested candidates may apply in the prescribed format annexed herewith, attaching copies of CV, relevant supporting documents regarding qualification, experience, age proof and other detail (self-attested). Applications in the prescribed format along with all documents stated above, shall be reached by 24/11/2025 by using the below link.



<https://form.svhrt.com/68f21bb01042fe99bd118a1e>

For any query send E mail to :

varun@fddiindia.com

or call/whatsapp at 7310108020

Incomplete applications and those not in proper format will not be considered. Only shortlisted candidates will be invited for the interview.

FOOTWEAR DESIGN AND DEVELOPMENT INSTITUTE, FURSATGANJ

Vacancy detail for Ad-hoc Academic Posts

School	Post	Domain	Upper Age Limit	Qualification	Experience	Number of Posts
School of Retail and Fashion Merchandise	Junior Faculty	Retail Operations	35 Years	Master's Degree (of min. 02 years' duration after Graduation) or PG Diploma (of min. 2 years after Graduation) in Management/Marketing Management/Retail Management/Supply chain/Operations Management /IT with min. 55% marks from a recognized university/Institute. Desirable Qualification : Doctoral Degree in the relevant field from recognized university/institution	Essential Work Experience : Academic and/or Industry Experience of at least 3 years in the field of Retail Operations/ Retail & IT operations/Supply Chain Management/operations management	1
School of Retail and Fashion Merchandise	Junior Faculty	General Management	35 Years	Master Degree (of min. 02 years after Graduation) or PG Diploma (of min. 02 years after Graduation) in Management/ International Business / Marketing / Finance/ Retail / HR with minimum 55% marks from a recognized University / Institute.	1. Academic and / or Industry Experience of min 3 years in the field of Management. 2. Academic Experience if any should be of teaching in UG Degree or higher academic course	1
School of Retail and Fashion Merchandise	Junior Faculty	Visual Merchandiser	35 Years	Master Degree (of min. 02 years after Graduation) or PG Diploma (of min. 02 years after Graduation) in Retail/ Design/ Fashion Communication/ Fashion Design/ Fashion Mgt./ Space Design / Fashion Technology/ Fabric & Apparel/ Textile & Clothing/ Retail Mgt./ Fashion Merchandising with minimum 55% marks from a recognized University / Institute.	Academic and / or Industry Experience of min 3 years in the field of Store Design / Visual Merchandising/ Retail Mgt. / Fashion. The candidates having hands on experience on COREL, PHOTOSHOP, Store Design & Other retail design related software. Preference for candidate with Certification in Computer Graphics.	1