

Center of Excellence for Khadi (CoEK)

A NIFT Head Office project

In collaboration with KVIC, Ministry of MSME

The Centre of Excellence for Khadi has been conceived by Ministry of MSME to address the needs of the Khadi & Village Industries (KVIC) in India. The objective is to help Khadi Institutions (KIs) to effectively design, produce and market high quality differentiated khadi products in the Indian and global market. CoEK is envisaged to be a centre for experimentation to innovate and design khadi fabrics for apparel, accessories and home fashions. The CoEK will be set up at 5 NIFT campuses as a Hub & Spoke Model.

Hub and Spoke	Location
Main Hub- Delhi	NIFT New Delhi,
Gandhinagar	NIFT Gandhinagar Campus
Kolkata	NIFT Kolkata Campus
Shillong	NIFT Shillong Campus
Bengaluru	NIFT Bengaluru

CoEK will create new fabrics and products in collaboration with the designers and Khadi Institutions. In order to enhance branding and publicity, interesting narratives around khadi, visual merchandising and packaging for new khadi products will be developed to increase the global reach of khadi.

CoEK invites application to hire creative, experienced and dynamic professionals who have the spark and zeal to inject a new lease of life into the natural, homegrown Khadi.

Details of the positions, location, qualifications, experience and salary are mentioned in the following table:

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
1	Head - Apparel	1 (New Delhi)	<p>The candidate should be an experienced fashion designer with knowledge of working with Khadi and handloom textiles.</p> <p>At least 12-15 years of experience with a reputed retailer/ designer/ own design label, post-professional qualification from a reputed Indian/ International institute.</p>	Undergraduate/ Postgraduate in Fashion/Apparel Design or related disciplines from a reputed Indian/ International institute.	<p>In-depth understanding of fabrics, designs and knowledge of the local and global market; abreast with trend forecasts, conversant with cuts and silhouettes; and experience of participating in fashion shows/trade fairs.</p> <p>Ability to manage a team of designers/ studio.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for an energetic and creative professional who has an eye for detail.</p> <p>Network with designers and Khadi Institutions (KIs) and set up design brief for a project for a specific market.</p> <p>Follow up with the team to achieve timelines and targets.</p> <p>Travel to KIs for supervision of prototype design.</p> <p>Analysis of trends forecast and articulation of quality standards for the understanding of Khadi Institution.</p> <p>Recognise the needs of KIs and suggest, guide and implement the solutions.</p> <p>Value addition of existing Khadi fabrics for apparel, home and accessories.</p>	Rs. 1.6 lakhs to Rs. 1.8 lakhs

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Head - Textiles	1 (New Delhi)	<p>The candidate should be an experienced Textile Designer who understands the different genre of handloom textiles of India and the technicality of Khadi and handloom fabrics. He/She should have worked with handloom/ Khadi weaving clusters.</p> <p>At least 12-15 years of experience with a reputed retailer/ exporter/designer/ craft sector/ own design label, post- professional qualification</p>	Undergraduate/ Postgraduate in Textile Design or related disciplines from a reputed Indian/International institute.	<p>In-depth understanding of different types of weaves, traditional designs and prints from various regions of India.</p> <p>Ability to manage a team of designers/ studio.</p> <p>Good understanding of hand crafted techniques/ block printing/ hand embroidery for value addition for high end domestic and international market.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for an energetic and creative professional who has an eye for detail.</p> <p>To collaborate/network with designers and Khadi Institutions and set up design brief for a project for a specific market.</p> <p>Follow up with the team to achieve the set timelines and targets.</p> <p>Travel to the Khadi Institutions for prototype development.</p> <p>Analysis of trends forecast and articulation of fabric quality standards for the understanding of Khadi Institution.</p> <p>Recognise the needs of KIs and suggest, guide and implement the solutions.</p>	Rs. 1.6 lakhs to Rs. 1.8 lakhs

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
			from a reputed Indian/International institute.			Value addition of existing Khadi fabrics for apparel, home and accessories.	

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Head – Marketing and Branding	1 (New Delhi)	<p>The candidate should have an experience in handling fashion marketing and communication with a reputed organization. He/She should have handled institutional marketing for textiles/ apparel.</p> <p>At least 12-15 years of experience with a fashion retailer/ fashion brands post-professional qualification from a reputed Indian/ International management institute.</p>	Postgraduate in Fashion Marketing and Management or related disciplines from a reputed Indian/ International institute.	<p>In-depth understanding of branding, positioning, handling of different kinds of media and its application, and good knowledge of social and digital media.</p> <p>Strong analytical skills and understanding of business development</p> <p>Good articulation and communication skills with a knack for story telling/ narrative building.</p>	<p>We are looking for an energetic and creative professional who is aggressive in marketing, strategising and positioning a brand.</p> <p>To manage the project outcomes in the media and build brand awareness, online and offline.</p> <p>To collaborate with all the stakeholders for effective marketing and B2B possibilities.</p> <p>Travel to the Khadi Institutions/ trade fairs/ exhibitions etc. to understand the specific market and collaborate with the design team in order to build a new narrative.</p> <p>Head the institutional/ corporate marketing activity of the newly developed Khadi products.</p>	Rs. 1.6 lakhs to Rs. 1.8 lakhs

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Head - Finance, Accounts and Administration	1 (New Delhi)	<p>The candidate should have an extensive experience in government finance and administration.</p> <p>He/She should have worked at different levels of government hierarchy and must have at least 20 years of experience. At least 15 years post qualification Experience</p> <p>Maximum age limit: 62 years</p>	MBA in Finance from a reputed institute/ university or qualified Chartered Accountant or Cost Accountant	<p>Strong analytical and problem solving skills.</p> <p>Thorough knowledge of GFR and government procedures.</p> <p>Understanding of finance and accounts and related software.</p> <p>Ability to explain the nuances of accounts to the non finance people.</p> <p>Deep understanding of GST and taxes.</p> <p>Good at excel and power point presentations</p> <p>Good articulation and communication skills.</p>	<p>We are looking for an experienced and optimistic professional who has a head for analysis and problem solving.</p> <p>To manage the finance, accounts and administration, budgeting, all tax related issues for CoEK</p> <p>To assess risks and ensure that all accounting activities comply with regulations.</p> <p>Optimising the resources of the CoEK at hub and spokes by advising on best practices for procurements, travel and prototyping with KIs and designers.</p>	Rs. 1.6 lakhs to Rs. 1.8 lakhs

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Centre Heads	4 (1 at each Spoke Centre: Bengaluru, Gandhinagar, Kolkata, Shilong)	<p>The candidate should be an experienced fashion/textile designer who understands the business of fashion and has knowledge of khadi, handloom textiles/ apparel.</p> <p>He/She should have worked with handloom/ Khadi weaving clusters.</p> <p>At least 12-15 years of relevant experience with a reputed retailer/exporter/designer/craft sector/ own design label, post -professional qualifications from a reputed Indian/ International institute.</p>	Undergraduate/ Postgraduate in Fashion/Textile Design or related disciplines from a reputed Indian/ International institute.	<p>Strong analytical and problem solving skills.</p> <p>Good understanding of fabrics, designs and knowledge of the local and global market.</p> <p>Knowledge of hand crafted techniques/ block printing/ hand embroidery for value addition for high end domestic and international market.</p> <p>Ability to manage a team of designers/ studio.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for an energetic and creative professional to head the spoke centre.</p> <p>To collaborate/network with designers and Khadi Institutions.</p> <p>Follow up with the team to achieve the set timelines and targets.</p> <p>Travel to the Khadi Institutions for supervision of prototype development.</p> <p>Actively participate with team at the Hub centre for Knowledge Portal on Khadi</p> <p>Able to identify consultancy and business opportunities for institutional marketing for Khadi fabrics and apparel in the zone/region.</p>	Rs. 1.6 lakhs to Rs. 1.8 lakhs

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Associate Designer - Apparel	1 (New Delhi)	<p>The candidate should be an experienced fashion designer with knowledge of working with Khadi and handloom textiles.</p> <p>At least 4-6 years of experience with a reputed retailer/exporter/designer/craft sector post-professional qualification from a reputed Indian/ International institute.</p>	Undergraduate/ Postgraduate in Fashion/Apparel Design or related disciplines from a reputed Indian/ International institute.	<p>In-depth understanding of fabrics, designs and knowledge of the local and global market.</p> <p>Strong design aesthetic with a sense of style.</p> <p>Ability to work in a team and has good knowledge of forecast research and analysis, sourcing and presentation of design ideas.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for a young, enthusiastic and creative professional.</p> <p>To assist the Head- Apparel with research, setting of the brief and any design related work.</p> <p>Travel to KIs for supervision of prototypes.</p> <p>Assist in analysis of forecast, research for quality standards and material for the Knowledge portal on Khadi.</p> <p>Assist in value addition of existing Khadi fabric for apparel, home and accessories.</p>	Rs.50,000/- to Rs. 60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Associate Designer - Textiles	1 (New Delhi)	<p>The candidate should be an experienced Textile Designer who understands the different genre of handloom textiles of India and the technicality of Khadi and handloom fabrics.</p> <p>At least 4-6 years of experience with a reputed retailer/ exporter/designer/ craft sector post-professional qualification from a reputed Indian/ International institute.</p> <p>Work experience with handloom/ Khadi weaving clusters would be preferred.</p>	Undergraduate/ Postgraduate in Textile Design or related disciplines from a reputed Indian/ International institute.	<p>In-depth understanding of different types of weaves, traditional designs and prints from various regions of India.</p> <p>Strong design aesthetic with a creative flair.</p> <p>Ability to work in a team with good knowledge of forecast research and analysis, sourcing and presentation of design ideas.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for a young, enthusiastic and creative professional.</p> <p>To assist the Head-Textiles with research, setting of the brief and any design related work.</p> <p>Travel to KIs for supervision of prototypes.</p> <p>Assist in analysis of forecast, research for quality standards and material for the Knowledge portal on Khadi</p> <p>Assist in value addition of existing Khadi fabric for apparel, home and accessories.</p>	Rs.50,000/- to Rs 60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Merchandiser	2 (New Delhi)	<p>The candidate should be an experienced Textile/Fashion merchandiser who understands vendor management, sourcing, costing and quality control for domestic and international market.</p> <p>At least 4-6 years of relevant experience post-professional qualification from a reputed Indian/ International institute.</p> <p>Candidates who have worked with a reputed retail brand/export house/buying house would be preferred.</p>	Undergraduate/ Postgraduate in Fashion Technology/ Fashion Marketing or related disciplines from a reputed Indian/ International institute.	<p>Ability to work in a team and has good knowledge of sourcing, costing, quality control in textiles and apparel.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for young, energetic and enthusiastic professionals.</p> <p>To assist the Head- Apparel and Head-Textiles and their design teams to carry out sourcing, assist in costing, quality checking as per the norms of the domestic and international market.</p> <p>Travel to KIs for trouble shooting.</p> <p>Assist in research for quality standards and material for the Knowledge portal on Khadi.</p>	Rs.60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Communication Designer	1 (New Delhi)	<p>The candidate should have an experience in handling fashion communication with a reputed organization.</p> <p>At least 4-6 years of experience with a designer/ retail brand/ craft related NGOs, post-professional qualification from a reputed Indian/ International institute.</p>	Undergraduate/ Postgraduate in Fashion Communication/ Communication Design or related disciplines from a reputed Indian/ International institute.	<p>Good understanding of publication and collateral designs.</p> <p>Good knowledge of the latest graphic/publication design software and their application.</p> <p>Skill to handle social and digital media.</p> <p>Good photography, videography and editing skills and understanding of designing campaigns.</p> <p>Good articulation and communication skills with a knack for story telling/ narrative building</p>	<p>We are looking for a young, energetic and creative person with a keen interest in brand building and management</p> <p>To assist Head- Marketing and Communication in managing media and building the brand.</p> <p>To manage the graphics and presentations for effective marketing and B2B possibilities.</p> <p>Travel to the Khadi Institutions/ trade fairs/ exhibitions etc. to collaborate with the design team in order to build a new narrative.</p>	Rs.60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
	Manager - Marketing	1 (New Delhi)	<p>The candidate should have an experience in handling marketing, operations and business, and liaisoning in the craft sector. He/She should have an understanding of branding, positioning and should be able to network with Khadi Institutions and prospective institutional/corporate buyers.</p> <p>At least 4-6 years of experience with a designer/ NGO/ Craft related brand, post-professional qualification from a reputed Indian/ International management institute.</p>	Postgraduate in Marketing/Social Development or related disciplines from a reputed Indian/ International institute/ university.	<p>In-depth understanding of institutional marketing for textiles/apparel.</p> <p>Strong analytical and business development skills.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for an energetic and creative person with diverse experience of marketing, operations and brand positioning.</p> <p>To assist Head- Marketing and Communication in managing the brand.</p> <p>To assist in effective marketing and B2B possibilities.</p> <p>Coordinate with the teams in hub and spokes to collate the inputs, develop and manage the content for the online Knowledge portal on Khadi.</p>	Rs.60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
11	Manager - Accounts	1 (New Delhi)	<p>The candidate should have the experience in finance and accounts with thorough knowledge of GFR, government procedures, GST and income tax</p> <p>Atleast 6-7 years of experience at reputed organization/s, post-professional qualification from a reputed Indian/ International management institute.</p>	<p>Post graduate in Commerce/ MBA in Finance from a reputed institute/ university or qualified Chartered Accountant or Cost Accountant</p>	<p>Strong analytical and problem solving skills.</p> <p>Complete knowledge of finance and accounts related software.</p> <p>Ability to explain the nuances of accounts to the non finance people.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for an experienced and optimistic person who has a head for analysis and problem solving.</p> <p>To maintain and manage the finance and accounts, budgeting and all tax related issues.</p> <p>To assess risks and ensure that all accounting activities comply with regulations.</p>	Rs.60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
12	Manager - Administration	1 (New Delhi)	<p>The candidate should have the experience in administration with thorough knowledge of GFR, purchase and government administrative procedures.</p> <p>At least 6-7 years of experience at reputed organization/s, post-professional qualification from a reputed Indian/ International institute.</p>	Postgraduate in Commerce, Economics or MBA from a reputed institute/ university.	<p>Strong analytical and problem solving skills.</p> <p>Complete knowledge of administrative procedures.</p> <p>Good articulation and communication skills</p>	<p>We are looking for an experienced and optimistic person who has a head for analysis and problem solving.</p> <p>To manage the administration of CoEK.</p> <p>Good understanding of MIS.</p> <p>To optimise the resources of the CoEK at hub and spokes by advising on best practices for procurements, travel and prototyping with KIs and designers.</p>	Rs.60,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
13	Assistant Manager - Administration	1 (New Delhi)	The candidate should have 3-5 years of experience in office management at a reputed organization/s.	Undergraduate/ Postgraduate in Commerce, Economics or related disciplines from a reputed institute/ university.	Food knowledge of MS Office and related software. Good articulation and communication skills.	We are looking for an energetic and optimistic person who has a head for analysis and problem solving. To manage the day to day work of the office of CoEK.	Rs.45,000/-

S.No.	Designation	Position and Location	Experience	Qualifications	Skills required	Job Description	Monthly Salary Range
14	Assistant Manager - MIS	1 (New Delhi)	<p>The candidate should have the experience in Management Information Systems (MIS).</p> <p>Atleast 3-5 years of experience at a reputed organization/s.</p>	Undergraduate/ Postgraduate in Statistics/ Computer Science/ Economics/ Mathematics from a reputed institute/ university.	<p>In-depth understanding of data models and reporting packages.</p> <p>Good knowledge of related software.</p> <p>Ability to analyse datasets and write comprehensive reports</p> <p>Strong verbal and written communication skills.</p>	<p>We are looking for an energetic person with an analytical mind and inclination for problem solving and attention to detail.</p> <p>To assist in data collection and interpretation in order to analyse results.</p> <p>To identify patterns and trends in data sets.</p> <p>Work with teams at the hub and spokes to gather, analyse and predict trends for presentations.</p>	Rs.45,000/-

15	Associate Designer	4 (1 at each Spoke Centre: Bengaluru, Gandhinagar, Kolkata, Shilong)	<p>The candidate should be an experienced fashion/textile designer who understands the business of fashion and has knowledge of Khadi and handloom textiles/ apparel.</p> <p>At least 4-6 years of relevant experience with a reputed retailer/ exporter/designer/ craft sector post-professional qualification from a reputed Indian/ International institute.</p> <p>Candidates who have worked with handloom weavers in the clusters or with related organizations would be preferred.</p>	Undergraduate/ Postgraduate in Fashion/Textile Design or related disciplines from a reputed Indian/ International institute.	<p>Strong design aesthetic with a creative flair and a sense of style.</p> <p>Ability to work in a team and has a good knowledge of forecast research and analysis, sourcing and presentation of design ideas.</p> <p>Good articulation and communication skills.</p>	<p>We are looking for a young, enthusiastic and creative person.</p> <p>To assist the Centre Head with research, and any design related assignments.</p> <p>Travel to KIs for supervision of prototypes.</p> <p>Assist in analysis of forecast, research for quality standards and material for the Knowledge Portal on Khadi.</p> <p>Assist in value addition of existing Khadi fabric for apparel, home and accessories.</p>	Rs.60,000/-

16	MTS	6 (2 at New Delhi and 1 at each Spoke Centre: Bengaluru, Gandhinagar, Kolkata, Shillong)	To be recruited through the placement agency.	Minimum 10+2			Rs.20,000/-
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General Instructions

- CoEK reserves the right to fill or not to fill any/all the positions advertised or postpone the recruitment process of the same at any time without any notice.
- The applicant should ensure that they fulfil the eligibility in terms of qualification and experience for the post they apply for.
- Eligible applicants are advised to fill in the application form by visiting the following link : <https://nift.ac.in/sites/default/files/2021-06/Proforma%20for%20Application%20for%20CoEK.docx>
- Scrutiny of the Application forms and CVs will be done to ascertain the eligibility and suitability of the applicant and only shortlisted candidates will be considered / called for the further selection process/interview.
- Original educational and experience certificate will be verified at the time of interview.
- No accommodation or travel fare will be reimbursed for attending, in case of physical interview.

- Intimation/ information shall be sent to the applicants through email.
- Selection will be based on the relevant experience, interview and suitability of the applicant for the project.
- Applicants may email their detailed CV along with the application form and self attested scanned copies of the requisite documents to:
recruitment.khadi@nift.ac.in