



Job Description for ATO Fitter

About Us:

C.V.Raman Institute of Technology - CVRIT Is a Private ITI Institute established In 1992 with an objective of imparting skills in various vocational trades to meet the skilled manpower requirement of industry . There are 9 different trades of Engineering & Non-Engineering field, of one or two years duration with Regular Mode Of Learning.

The courses are affiliated to National Council for Vocational Training (NCVT), through the Directorate General of Employment and Training (DGET), Government of India in the Ministry of labour, New Delhi.

Some of the trades and units in this I.T.I are also run under approval of State Council for Vocational Training (SCVT). Institute has all infrastructure facilities needed for overall development of skilled manpower, like Workshops, theory rooms, library, Playground, Audio Visual Aids, and Hi-Tech Computer labs for awareness about computer to trainees of all trades.

Where You Come In

The Assistant Training Officer (ATO) - Fitter is responsible for imparting comprehensive theoretical and practical training to trainees in the Fitter trade. The role requires a blend of instructional design, hands-on teaching, and the practical maintenance of workshop machinery and tools to ensure a high-quality, safe, and effective learning environment.

Salary Details:

Salary Information: Best commensurate with experience and interview performance

Job Location: CVRIT campus, Bhubaneswar

Duties & Responsibilities:

1. Training Delivery and Instruction

- **Deliver High-Quality Instruction:** Conduct engaging and effective training sessions, encompassing both theory and practical classes, for the Fitter trade curriculum as per established standards.
- **Practical Skills Impartation:** Demonstrate and supervise students in core fitting operations such as measuring, marking, cutting, filing, drilling, welding, assembling, and precision fitting of metal components.
- **Assessment:** Conduct regular evaluations, including practical tests and theoretical examinations, to assess trainee competency and ensure learning outcomes are met.

2. Curriculum and Instructional Design

- **Lesson Plan Development:** Prepare and update comprehensive Lesson Plans and instructional materials, including teaching aids, handouts, and presentation slides, to ensure the latest industry techniques and safety standards are covered.
- **Resource Management:** Ensure all required raw materials, consumables, and tools are available and allocated for practical sessions in line with the planned curriculum.

3. Workshop & Equipment Management

- **Equipment Maintenance:** Perform Equipment Maintenance including troubleshooting, repair, calibration, and routine servicing of all Fitter trade machinery, tools, and instruments.
- **Operational Readiness:** Ensure the workshop facilities, tools, and equipment are always in optimal working condition for effective and safe training delivery.
- **Routine Running:** Manage the routine running and upkeep of the workshop, including organizing tool cribs, maintaining inventory, and ensuring a clean and safe learning environment in compliance with safety protocols.

Who Are We Looking For

- Minimum set Qualification: Diploma in Mechanical Engineering (BTech in Mechanical Engineering preferred)
- Experience: 1 to 3 years

What We Expect from You as the ATO Fitter:

The ideal candidate is expected to ensure proper fitting, assembly, and maintenance of mechanical systems and equipment.