

**Cochin Special Economic Zone Authority (CSEZA)**  
**Ministry of Commerce & Industry**  
**Government of India**  
**CSEZ Administration Building**  
**Kakkanad, Cochin – 682037.**

**ENGAGEMENT OF TRAINER FOR GYMNASIUM ON CONTRACT BASIS**

**Dated:18.10.2021**

Cochin Special Economic Zone Authority (CSEZA), under Ministry of Commerce & Industry, Government of India, invites application for the post of **Trainer (Gymnasium) for the Gymnasium Facility in the CSEZ Wellness Club purely on contractual basis for an initial period of 01 year**. The number of vacancy is 01 (Male).The Terms and Conditions of the engagement are as follows:

**1. Minimum Qualification and Experience Criteria**

- (i) Certification or Diploma in Gymnasium Training / Personal Training / Fitness Training / Power Lifting / Weight Lifting or sportspersons qualified at state or national level. Certification through nationally accredited institutes /organization like National Skill Development Corporation (NSDC) etc. shall be preferable.
- (ii) 02 years of experience as Fitness Trainer in Gymnasium or as Personal TrainerThe candidate should be proficient in Gymnasium exercises, weight training exercises, aerobic and cardio exercises.
- (iii) Should have knowledge of fitness equipment, fitness trends and wellness knowledge.
- (iv) Communication skills in English and Malayalam will be desirable.
- (v) Age Limit: Should be below 45 years.

**2. Selection Procedure**

- (i) The selection of Trainer shall be made in accordance with the provisions contained in Chapter 7, para 7.2, of Procurement manual for Consultancy & Other Services 2017 published by Government of India, Ministry of Finance.
- (ii) The applications received shall be placed before a screening committee.
- (iii) Shortlisted applications shall be placed before an Evaluation Committee headed by the Chairman, CSEZA.

### 3. Terms and Conditions of Service

- (i) A fixed monthly consolidated remuneration of Rs.25,000/- shall be paid based on qualifications & experience and no other allowances will be admissible.
- (ii) No TA/DA shall be payable.
- (iii) The Trainer shall be entitled to leave of 1 day per month. Additional leave without pay would be permitted upon approval by the reporting officer.
- (iv) The contract can be terminated by giving one-month notice period

### 4. Broad Scope of work

- (i) Provide training to the Gymnasium members during morning (5.30 to 9.30 AM) and evening shifts (04.30 to 08.30 PM) from Monday to Saturday
- (ii) To attend fitness meetings.
- (iii) To be available for flexible work schedule.
- (iv) To keep organized records of each member training sessions
- (v) To monitor member's exercise programs and make adjustments / improvements as needed
- (vi) To ensure member's adherence to safety and injury prevention policies and procedures
- (vii) Responsible for operation and maintenance of Gymnasium Equipments.
- (viii) To check supplies and equipment for wear & tear, and advise if supplies or equipment need repair or replacement
- (ix) To lead equipment orientations for new members
- (x) To follow all safety guidelines
- (xi) To suggest nutrition and diet requirements for members
- (xii) To perform other duties as assigned

### 5. Procedure to Apply & General Conditions:-

- (i) The Interested candidates may send their application in the prescribed format (refer Annexure) to **“Secretary-in-Charge, CSEZ Authority, CSEZ Administration Building, Kakkanad, Cochin-682037”**. The envelope should be super scribed as **“Application for Trainer (Gymnasium) at CSEZ Wellness Club”**. The last date of receipt of applications (hard copy) shall be 01.11.2021.
- (ii) CSEZA reserves the right to restrict the number of candidates for interview to a reasonable limit.
- (iii) In case the performance of trainer is not found satisfactory, his/her services will be discontinued after giving one-month notice.
- (iv) The appointment will be purely on contract basis and does not confer any right to claim to permanent employment in CSEZA.
- (v) Original documents in support of qualifications, experience and Date of Birth along with self-attested copies have to be produced during interview for verification.

**APPLICATION FORM FOR TRAINER (GYMNASIUM) IN CSEZA ON CONTRACT**

**BASIS**

Recent  
passport size  
photograph

1. Name :
2. DateofBirth :-----/-----/----- (dd/mm/yyyy)
3. Sex :------(male/female)
4. Age as on1<sup>st</sup>July,2020 -----:----- Years-----  
Months Days
5. Postal address for Communication :-----  
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6. PhoneNumber : Landline No:-----  
Mobile No :-----
7. EmailID :-----
8. PermanentAddress :-----  
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9. Highest Educational Qualification possessed :-----

S.No	Education Level	Name of Institution/College/University	Percentage(%) of marks obtained
1	Graduation		
2	Post-Graduation		
4	Other educational Qualification or certifications, ifany		

10. Previous Experience in Trainingrelatedmatters :-----  
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I declare that the information furnished by me in the application is true and correct to the best of my knowledge and belief.

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(Signature ofApplicant)

Name of Applicant:-----

Place:  
Date: