**Job Description**

**Computer Teacher**

**Location: Okhla(Delhi) & Pune**

**Shift Timings: 8:00 AM to 3:30 PM**

**Job Responsibilities:**

Train and instruct students, learners and end-users in computer operations.

Design and develop computer instructional material useful for end-users and learners.

Design, implement and administer training schedules.

Evaluate and assess student progress.

Implement new technologies and methodologies in training issues.

Brief and instruct end-users on new technologies, software programs and applications.

Coordinate with customer analysts to develop new course material.

Assist and support other personnel in classroom management.

Review and evaluate customer needs and design appropriate course material.

Integrate best practices in training schedules and procedures and issues.

**Qualifications:**

Diploma in Computer Course / Certificate ( Mandatory ) with experience of 06 months to 1 year experience

**Experience:**

Minimum 1 year of experience.

Good Communication skills

Job Type: Volunteer

Salary: Rs 15000/- per month