



འཛིགས་མེད་དབང་ཕྱག་སྒྲིག་མེ་སྟོང་བདར་སྤེལ་ཁང་།
ལས་མེ་འཆར་གཞི་དང་རིག་ཆལ་གོང་འཕེལ་ལས་ཁུངས།

Jigme Wangchuck Power Training Institute

Department of Workforce Planning and Skills Development
Ministry of Education and Skills Development
Dekiling: Sarpang



Terms of Reference (ToR) for Trainers:

Trainers shall be responsible for delivering quality technical and vocational training to ensure the skill development of trainees. The key duties include:

1. **Training Delivery:** Conduct theoretical and practical training sessions as per the approved curriculum and training schedule.
2. **Lesson Planning:** Prepare lesson plans, training materials, and instructional aids to facilitate effective learning.
3. **Assessment and Evaluation:** Assess trainees' progress through tests, practical exercises, and performance evaluations.
4. **Skill Development Support:** Guide and mentor trainees to enhance their technical skills and competencies.
5. **Laboratory/Workshop Management:** Ensure proper use, maintenance, and safety of training equipment, tools, and laboratories/workshops.
6. **Record Keeping:** Maintain accurate records of trainee attendance, performance, and training outcomes.
7. **Curriculum Support:** Provide feedback on curriculum content, update training materials, and suggest improvements.
8. **Compliance and Safety:** Ensure adherence to safety standards, institutional policies, and training regulations.
9. **Industry Linkages:** Coordinate with industry partners for practical exposure, internships, or field visits.
10. **Additional Duties:** Perform any other responsibilities assigned by the institute management to support training delivery and quality.

(Karma Dorji)

Training Director
JWPTI