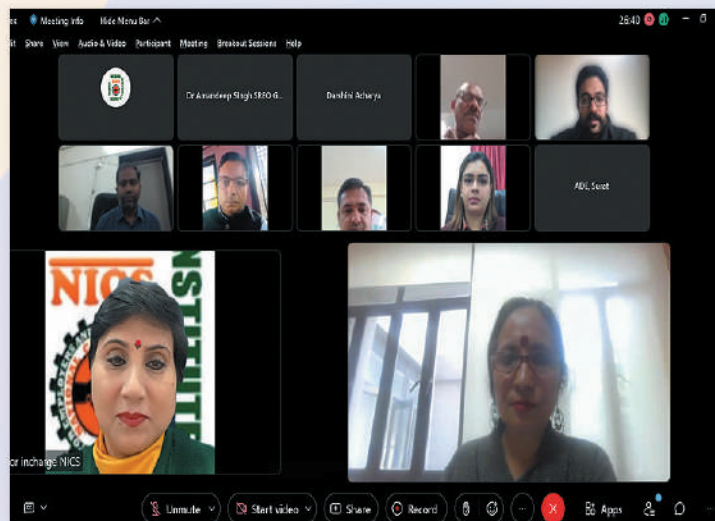




Monthly e-Newsletter

December, 2022





नेशनल करियर सर्विस संस्थान

NATIONAL INSTITUTE FOR CAREER SERVICE

INTRODUCTION

The National Institute for Career Service (erstwhile Central Institute for Research and Training in Employment Service) was set up in October, 1964 under Directorate General of Employment (DGE), M/o Labour & Employment for imparting Research & Training in Employment Services. Now, the Ministry is implementing the Employment Exchange Mission Mode Project under National e-Government plan (Ne-GP). Under this Project, NICS-NOIDA (erstwhile CIRTES), has been designated as nodal institute for capacity building under NCS project. In addition, monitoring progress of 377 Model Career Centres across India and implementation of Young Professional scheme are being dealt by NICS.

VISION

To be a National Centre of Excellence to provide enhanced employability through Training, Research & Capacity Building Programme in the area of Employment under National Employment Services.

MISSION

Enhancing human & organisational excellence in Employment/ Career Service by organizing various Capacity building programmes.

Effective implementation of various schemes of National Employment Service/ National Career Service for the benefit of various stake holders.

Monitoring & evaluation of various schemes of National Career Service project on a sustainable basis.

Strengthening & improving the quality of Employment services by empowering and enhancing the capacities of the Employment Personnel with regular capacity building trainings.

Enhanced employability through capacity building of employment/ career service personnel and developing innovative strategies for career counselling, job –matching and placement.

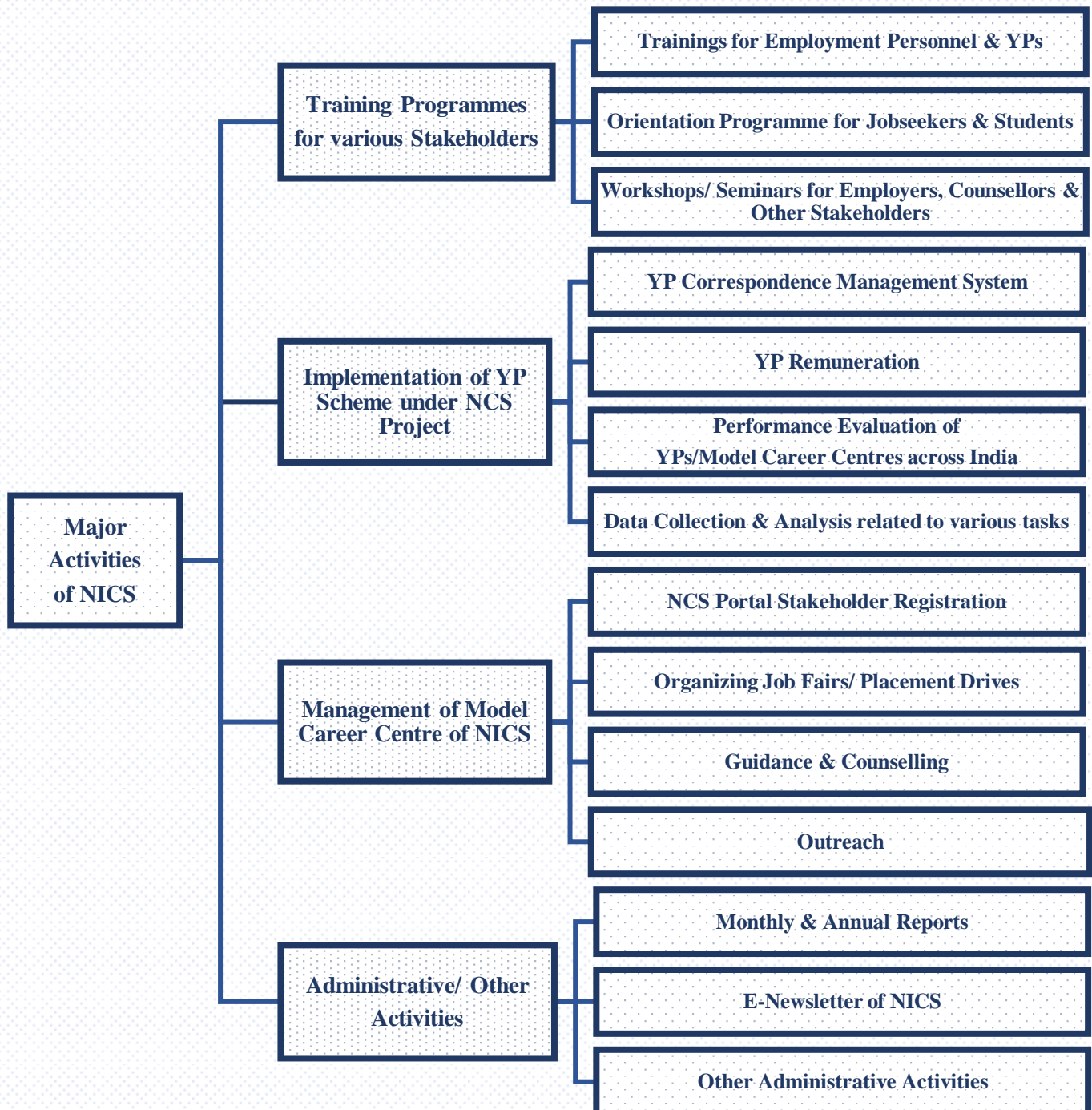
MANDATE

Implementation of NCS Project and YP Scheme: NICS is also playing major role in implementing the Young Professional Scheme of M/o Labour and Employment and coordinating the activities of Model Career Centre's established at various parts of country under NCS project.

Organizing **Training Programmes for Employment Officers** working in various States/UTs.

Capacity Building: As a Nodal institute for capacity building NICS is responsible for imparting training to all stakeholders of NCS project, viz. YPs, job seekers, employers, counsellors etc. Functioning of Model Career Centre established at NICS.

Major Activities of National Institute for Career Service



Training programmes for various stakeholders

Training Programmes for Employment Personnel & Young Professionals

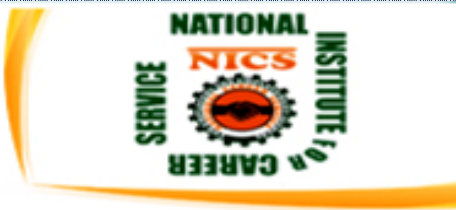
National Institute for Career Service organises various Training Programmes for Employment Service Personnel and Young Professionals working in the various States of India. The training methods incorporate practical examples, presentations, group sessions, audio-visual slideshows, and modern management in an efficient manner. To enrich the efficiency of training programmes, external lecturers apart from the in-house Officers are also invited from the prestigious organizations of India.

These training programmes comprises a wide array of subjects that range from Employment Market Information Service under NES & NCS, Labour Market Analysis, Career Counselling, etc. in collaboration with premier institutes like Indian Institute of Foreign Trade (Ministry of Commerce & Industry, Govt. of India), V.V. Giri National Labour Institute (Ministry of Labour & Employment, Govt. of India) etc.

The aim of these training programmes is to update the knowledge and skills of Employment Personnel/Young Professionals. The training programmes helps them to understand the nature of employment market at various levels and the role of NCS in Employment Market/Labour Market related areas.

In the month of December, 2022, NICS organised one (1) training programmes. The details of the same are below:

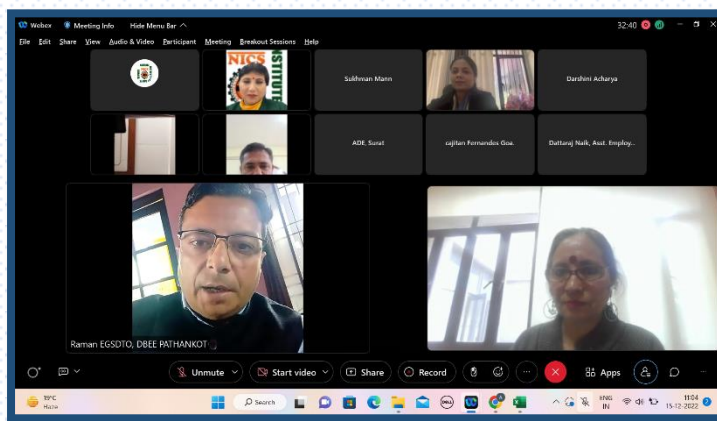
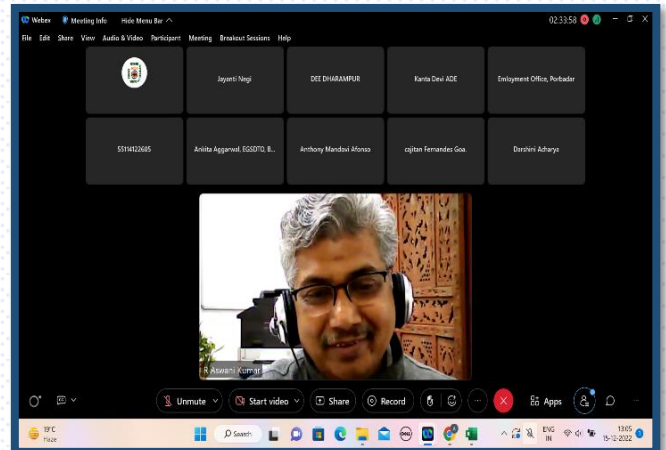
S. No.	Date	Name of the Programme	Venue	No. of Participants
1.	15 December, 2022 – 16 December, 2022	Online Training Programme for Employment Service Personnel on Career Counselling and self-employment	NICS, Noida	24



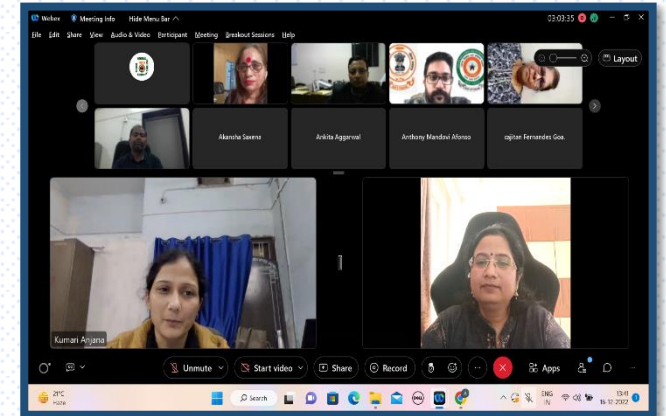
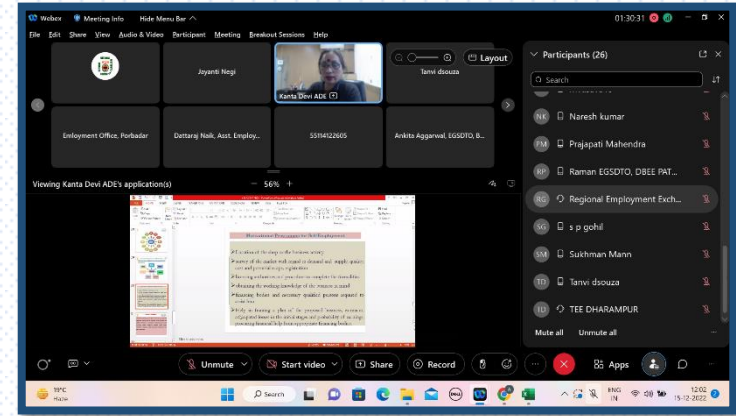
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NATIONAL INSTITUTE FOR CAREER SERVICE

Online Training Programme for Employment Service Personnel on Career Counselling and Self-employment (15 December, 2022 – 16 December, 2022)



Online Training Programme for Employment Service Personnel on Self Employment (15 December, 2022 - 16 December, 2022)



Orientation Programme for Jobseekers & Students

National Institute for Career Services organises Orientation Programmes every month for Jobseekers and Students. The programme emphasises on familiarizing the participants from different educational and social backgrounds to the NCS Portal and its importance in the current labour market. Moreover, the orientation enables them to incorporate the usage of NCS Portal in an efficient manner and encourages them to register themselves, so that they can enhance their professional versatility by participating in various skills development trainings like Digisaksham by Microsoft and Career Skills Training by TCS iON that are available on the NCSP free of cost.

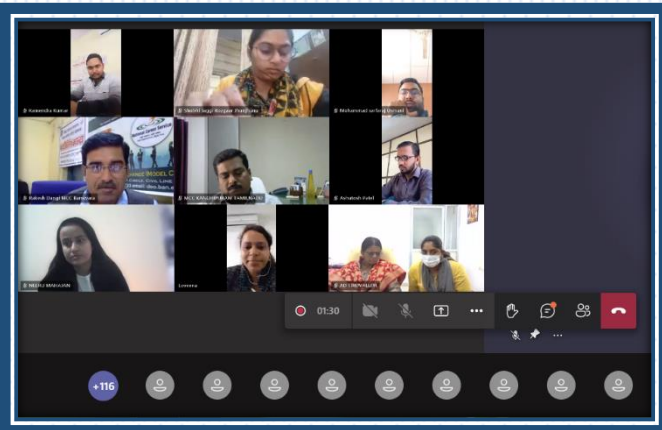
In the month of December, 2022, three (3) Orientation Programmes were organized by NICS, where participants were given the orientation regarding the NCS Portal.

S. No.	Date	Name of the Programme	Venue	No. of Participants
1.	2 December, 2022	Career Advisory Session on NCS Portal for Jobseekers	NICS, Noida	27
2.	7 December, 2022	Digisaksham Orientation Programme Phase-2 for YPs & Nodal Officers	NICS, Noida	200
3.	16 December, 2022	Professional Consulting Session on NCS portal for Jobseekers	NICS, Noida	83

**Career Advisory Session on NCS Portal for Job Seekers at NICS, Noida
(2 December, 2022)**



**Digisaksham Orientation Programme for Young Professionals & Nodal Officers
(7 December, 2022)**



**Professional Consulting Session on NCS Portal for Jobseekers
(16 December, 2022)**





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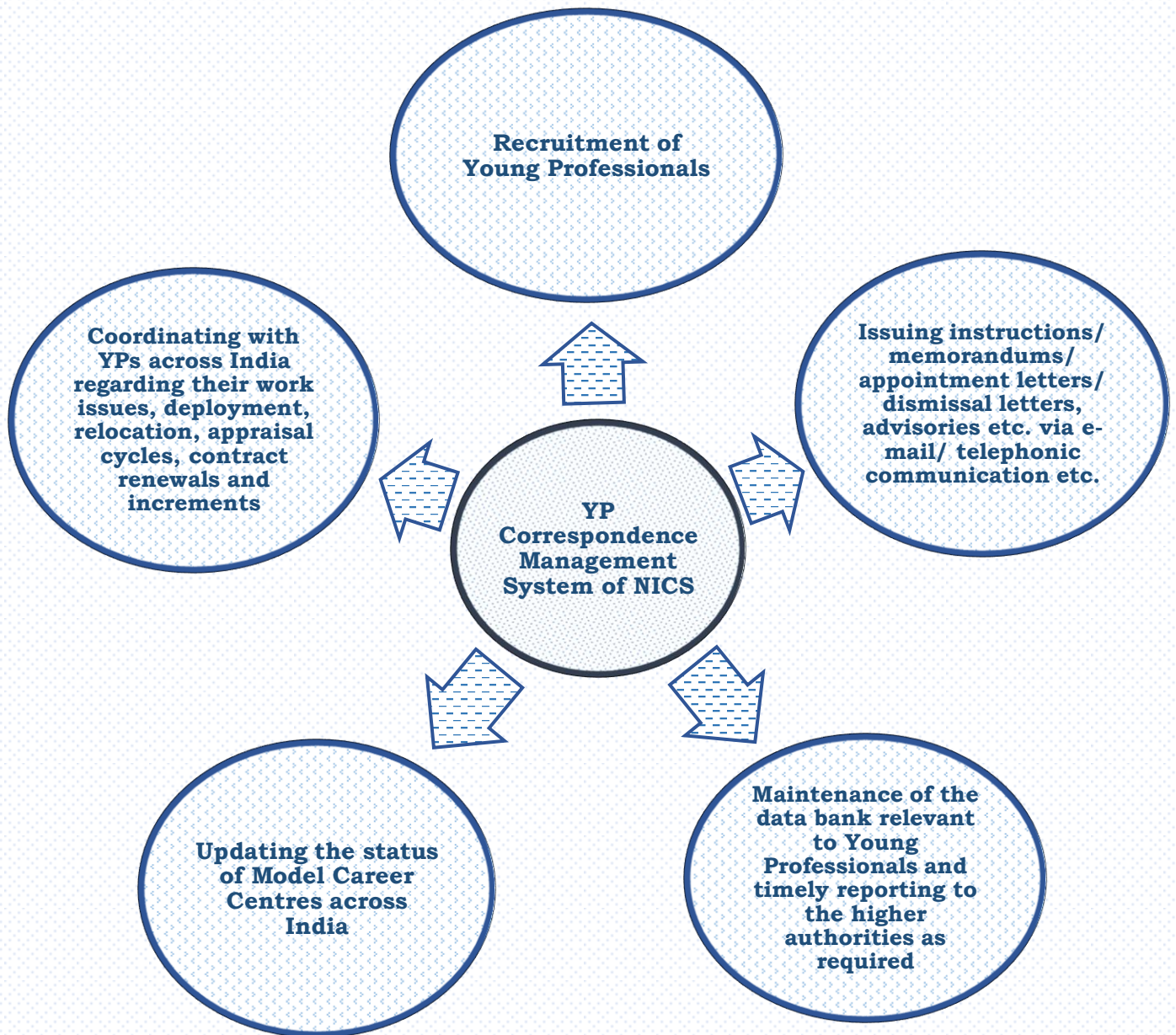
Implementation of YP Scheme under NCS Project

YP Correspondence Management System

National Institute for Career Service makes communication with the Young Professionals in the form of emails, telephonic exchange, WhatsApp Groups and through letters. Internal correspondence takes place between the NICS and the Nodal Officers of Young Professionals and sometimes directly to the Young Professionals, which includes issuing some instructions about the allotted tasks, instructions about protocols, memorandum, appointment letter, and letter of dismissal, letter of approval, written reprimand, formal requests, and notice to provide explanations.

The process of recruiting Young Professionals across India too comes under the management of NICS. A professional workforce has been considered essential for the efficient operationalization of the Model Career Centres that are located across India. Considering the current staffing patterns of the Labour Market Scenario in India and in order to assist in carrying out NCS-related activities and to infuse new perspectives and professionalism into the working environment, the recruitment of Young Professionals takes place from the headquarters of NICS. The Directorate General for Employment (DGE) established the 'Young Professional Scheme' in the format of the erstwhile Planning Commission with an objective of implementing the skill sets, enthusiasm, and entrepreneurial spirit of promising young talents to improve the dynamic environment of India's workforce and career counselling aspects. In accordance with the program, one YP must be stationed at each MCC.

This YP Correspondence Management system of NICS also keeps a track record of all the activities performed by the Young Professionals across the country by receiving, recording, logging, suitably processing and responding to their queries and creating an assessment trajectory of the received correspondence. This system provides digital communication for data preservation, storage, and forwarding for evaluation and authorization.



YP Remuneration

YP Remuneration and its planning have always occupied a considerable part of the major activities of NICS. It is a strategic matrix that directly influences the working environment, productivity and performance results of the Young Professionals across India. At the National Institute for Career Service, a dedicated team has been set up to monitor the remuneration framework of the Young Professionals on a monthly basis. In the month of December, 2022 the remuneration for 125 Young Professionals across India was disbursed from NICS.

Performance Evaluation of YPs/ Model Career Centres across India

National Institute for Career Service is dedicated in the performance evaluation of Young Professionals and the established Model Career Centres across the country on a daily and monthly basis. These reports are regularly maintained, evaluated and submitted to the higher authorities. Along with that timely advisories are sent to the Young Professionals which are based on their performances.

Month	No. of Jobseeker Registration Done	No. of Employer Registration Done	No. of Individual Guidance Session	Group Guidance Session at MCC	Outreach Activities	No. of Video Success Stories	No. of Documented Success Stories	e-shram Registration	Job Fair	Vacancy posting
June, 2022	3521	77	789	70	63	0	0	0	26	4619
July, 2022	9355	180	4435	439	299	12	49	2506	95	26993
August, 2022	17342	292	10307	918	461	19	81	3046	116	24707
September, 2022	41444	436	23848	2271	1042	72	154	5268	256	47965
October, 2022	46668	492	25656	2210	952	65	130	5251	232	62410
November, 2022	57671	495	31715	2264	1050	70	179	5145	267	111894
December, 2022	46798	452	28248	2172	979	73	185	4286	263	86268
Total	225330	2441	125794	10453	4940	321	778	25870	1263	365163

Data Collection & Analysis related to various tasks

National Institute for Career Service has an able set-up of gathering and measuring information from the Young Professional across India in an established system. The collected data is gathered, filtered, analysed and finally compiled in the form of report, which can be submitted on a routine basis to the higher authorities as per the requirement.

S. No.	Name of the allotted task for Data Collection & Analysis	Current Status of the task	Brief Report
1.	Survey on the Job Market	In Progress	The activity consists of the collection of information from the industries of the regions where the Young Professionals are posted across India. The survey commenced in the month of September and till 31 st December, 2022, the Young Professionals have reported the information from 874 Industries . The report of this activity is prepared every month and submitted to the higher authorities.
2.	Registration of Ministry of External Affairs' approved Recruiting Agents on the NCS Portal	In Progress	The activity commenced in the month of August, 2022 and till 30 th November, 2022, 429 MEA RAs have been registered by the Young Professionals across India. The maintenance of the data regarding this activity is under the jurisdiction of NICS, which is reported every week to the higher authorities.
3.	NCO Keyword Mapping	Completed	Level-3 of the NCO Keyword Mapping commenced in the month of November, 2022. NICS is monitored the mapping activity carried out by the Young Professionals across India.

MANAGEMENT OF MODEL CAREER CENTRE OF NICS

One Model Career Centre is also established & functioning under NICS, Noida since the year 2017. An MCC helps job-searchers make the best career decisions by providing them with all employment-related information, including career counselling, apprenticeships, and job prospects.

It serves as a channel for all stakeholders i.e. Employers, Jobseekers, Counsellors, Local Service Providers, Skill Providers and Government Agencies to come together and interact with each other to coordinate their efforts. Being a principal source of competent skilled workforce, a Model Career Centre is a route for the Marketplace to swipe in within and form a fully integrated employer-employee association.

Activities with respect to MCC NICS from April, 2022 to December, 2022

Month	Jobseeker Registration Done	Employer Registration Done	Individual Guidance Session	Group Guidance Session	Outreach Activities	Video Success Stories	Documented Success Stories	e-shram Registration	Job Fair	Vacancy posting
April, 2022*								0	2	586
May, 2022*								0	2	540
June, 2022	92	5	16	2	1	0	0	0	2	628
July, 2022	117	1	28	2	2	7	4	1	2	372
August, 2022	62	36	25	2	2	0	4	15	2	160
September, 2022	209	24	336	9	3	7	0	0	3	540
October, 2022	330	5	550	8	3	2	5	4	3	750
November, 2022	381	2	356	9	1	2	2	10	3	900
December, 2022	382	3	315	5	2	1	2	0	3	600
Total	1573	76	1626	37	14	19	21	40	22	5076

***Please Note:** In the month of April, 2022 to May, 2022, No YP was deployed in MCC NICS.

Outreach Activities

The Model Career Centre at National Institute for Career Service is responsible for conducting Outreach Activities at various institutions for the wider awareness of NCS Portal. This Outreach Activity Programme is a combination of activities that encompass interactions with all employees and specific groups of an organization to engage every individual participating in the event by generating the knowledge about the NCS Portal. It is an attempt to reach out to the audience at mass level by establishing communications that are based on organization's support, motivation and Guidance. **In the month of December, 2022, MCC NICS conducted an Outreach Programme at Gautam Buddh ITI, Sector 63 Noida on 20th December, 2022.**



Organizing Job Fairs/Placement Drives

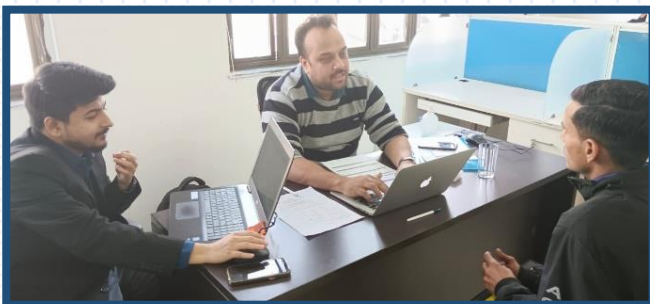
The Model Career Centre at National Institute for Career Service is dedicated in organizing Job Fair/Placement Drives every month so that employers and recruiters meet with potential employees and where job seekers find more about job openings at potential employers. At a Job Fair/Placement Drive, each registered employer gets to interact with interested jobseekers who wish to learn more about the company, or are interested in submitting an application for a specific job profile.

In the month of December, 2022, MCC NICS organised 3 Job Fairs, where 287 Jobseekers participated over 600 vacancies. 80 candidates were shortlisted in the Job Fair and 20 candidates finally received the job opportunity.

Highlights from the Job Fairs organised in the month of December, 2022

S. No.	Date	Venue	Names of Employers participated in the Job Fair	No. of participants	No. of shortlisted participants
1.	2 December, 2022	NICS, Noida	1. VSS Technologies 2. Card Expertise India Pvt. Ltd	55	25
2.	16 December, 2022	NICS, Noida	1.VSS Technologies 2. Ques Corp Limited 3. Bajaj Finance 4. ICCS 5. Parmar Consultancy	190	43
3.	29 December, 2022	NICS, Noida	VSS Technologies	42	12

Job Fair 2nd December, 2022 & 16th December, 2022



Administrative/Other Activities

The administrative activities of the NICS consists of preparation of monthly/annual reports and monthly e-newsletters, filling up administrative positions as required, Digitalization of available old career literatures of CIRTES, initiating joining process of the recruited administrative staff, celebration of Government programmes, Repairing work of Computers & other IT Products, upgrading of Infrastructure of NICS through CPWD (Renovation of Corridors & Stairs) etc.

Administrative Activities held during the month of December, 2022

S. No.	Name of the Activity	Status
1.	Renovation of NICS by CPWD	Under Progress
2.	Monthly e-Samiksha Report	Submitted
3.	Monthly sanctioned strength report	Submitted
4.	Monthly report on Court Cases	Submitted
5.	Management of Social Media	<p>Instagram: A total of 336 followers were recorded on the IG Handle of NICS</p> <p>Facebook: 32 Likes on the FB Page and 47 Followers were recorded in the month of November, 2022.</p> <p>Twitter: A total of 94 followers were recorded on the Twitter Handle of NICS</p>

Upcoming Events in January, 2023

S. No.	Programme Name	Dates	Duration	Venue
1.	Job Fair	6 January, 2023	1 Day	NICS, Noida
2.	Career Advisory Session on NCS Portal for Jobseekers	6 January, 2023	1 Day	NICS, Noida
3.	Digisaksham Programme Training for Jobseekers	09-17 January, 2023	7 Day	NICS, Noida
4.	Career Guidance Session with ITI Students	10 January, 2023	1 Day	Delhi Public ITI, Noida
5.	Online Training Programme for Employment Service Personnel on "Job Fair Management + Skill Gap Training"	12-13 January, 2023	2 Days	NICS, Noida
6.	Orientation Programme on NCS Portal for Job seekers	16 January, 2023	1 Day	Gautam Buddh ITI, Noida
7.	Online Training Programme for Employment Service Personnel on LMA Collaboration with VVG NLI	18-20 January, 2023	2 Day	NICS, Noida
8.	Job Fair	20 January, 2023	1 Day	NICS, Noida
9.	Professional Consulting Session on NCS Portal for Jobseekers	20 January, 2023	1 Days	NICS, Noida

JOB FAIR DETAILS

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22 (Till March)
Job Fairs conducted by MCCs across India	395	1101	79	1162	668	1263
No. of candidates placed through these Job Fairs	59484	137377	6831	69427	14477	43266

Job Fairs conducted by MCCs across India so far in December, 2022	263
No. of candidates placed through these job fairs so far in December, 2022	6550

MCC DETAILS

No. of MCCs	407
Non-Funded MCCs	7

YP DETAILS

Total No. of Young Professionals recruited so far	385
Total No. of Young Professionals currently in position (Including YPs posted at NICS/DGE)	231

TEAM NICS



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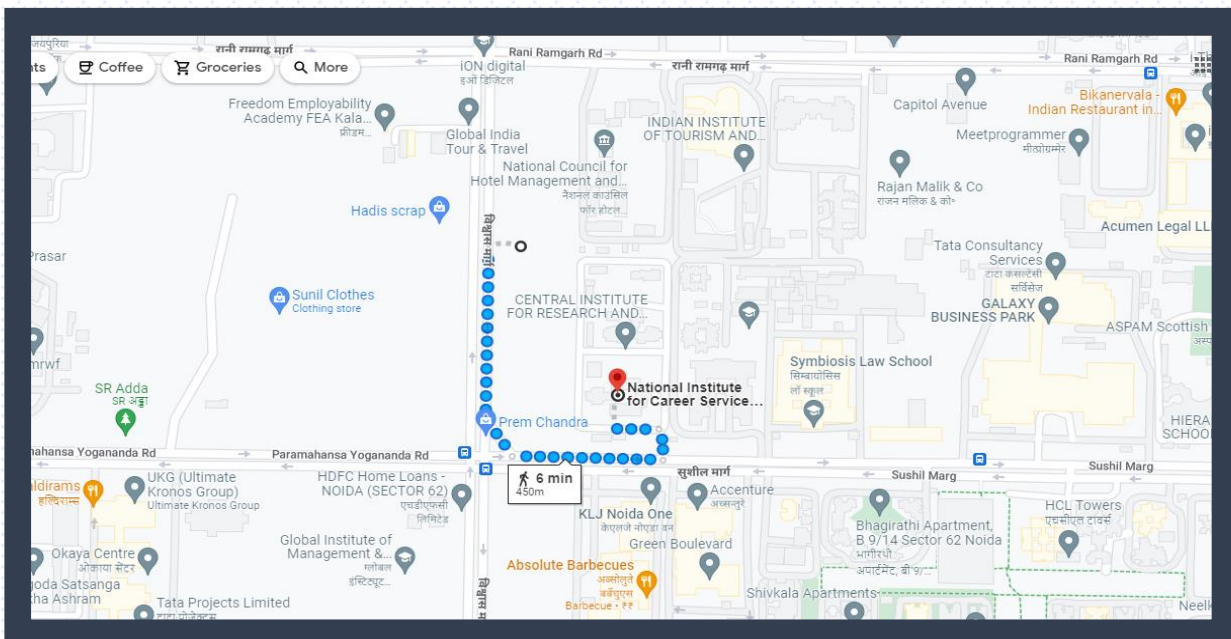
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ADMINISTRATION BLOCK NICS



ROAD MAP NICS



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