



# Monthly e-Newsletter

## September 2023







# 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), Ministry of Labour & Employment for imparting Research & Training in Employment Services. With the implementation of NCS scheme under Employment Exchange Mission Mode Project of National e-Government plan (Ne-GP), the then Central Institute for Research and Training in Employment Service (CIRTES) has been renamed as National Institute for career Service (NICS) in July 2016 and has been designated as nodal institute for capacity building for all stakeholders of NCS project and for professional in-service training for officers of National Employment Services working at Central & State Govt. Under NCS project, NICS is also implementing Young Professional Scheme of M/o Labour and Employment and providing Employment related Services to the jobseekers and job providers through its Model Career Centre (MCC).

### 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.



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National Institute for Career Service



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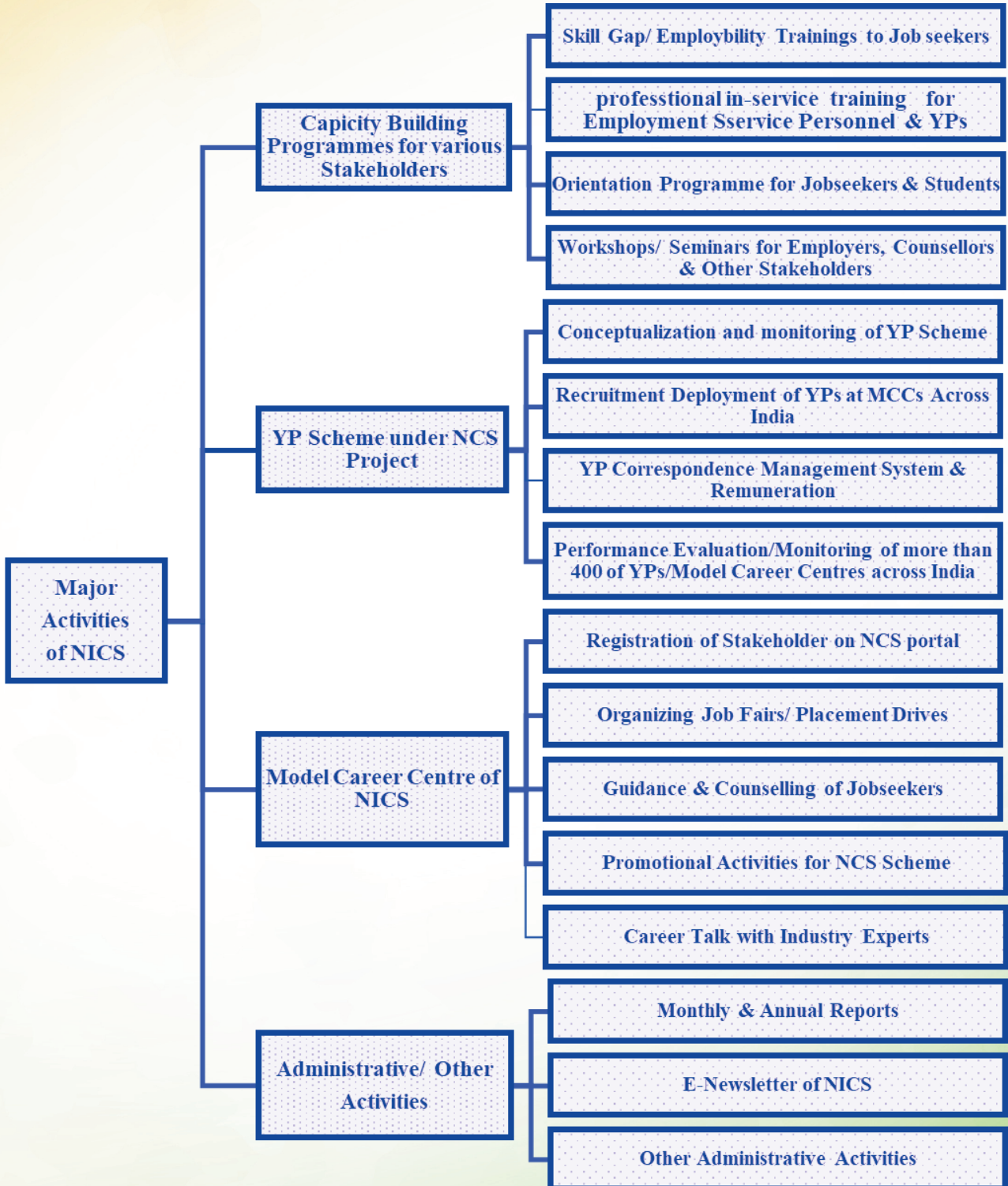


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### Major Activities of National Institute for Career Service





### Training Programmes for Employment Personnel & Young Professionals

National Institute for Career Service organizes 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 comprise 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 help them to understand the nature of the employment market at various levels and the role of NCS in the Employment Market/Labour Market Related areas.

In the month of September 2023, NICS organized Two (2) Capacity Building Program. The detail of the same is below:

| S. No. | Date                  | Name of Program  | Venue      | No. of participants |
|--------|-----------------------|--|------------|---------------------|
| 1      | 18th - 22nd Sept 2023 | Institutional Training Tie-up with EPFO                        | NICS Noida | 61                  |
| 2      | 25th-29th Sept 2023   | Refresher Training Programme for Young Professionals - Group 1 | NICS Noida | 26                  |





Institutional Training Tie-up with EPFO ( 18th - 22nd Sept 2023 )





### Refresher Training Programme for Young Professionals - Group 1 ( 25th-29th Sept 2023 )





### Orientation, Career Guidance and Workshops for various stakeholders of NCS Portal

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 September 2023, eight (8) Orientation Programmes were organized by MCC NICS, where participants were given the orientation regarding the NCS Portal.

| S.No. | Programme Name  | Dates        | Duration | Venue                 |
|-------|---|--------------|----------|-----------------------|
| 1     | Career Guidance Session and NCS Portal Awareness Program                                      | 11th Sept 23 | 1 Day    | NICS Noida            |
| 2     | Meeting with representatives of Placement/staffing organization and online employment portals | 12th Sept 23 | 1 Day    | NICS Noida            |
| 3     | Review meeting of HOOs of NCSC-DAs and NCSC-SC/STs  | 15th Sept 23 | 1 Day    | NICS Noida            |
| 4     | Career Guidance Session and NCS Portal Awareness Program                                      | 20th Sept 23 | 1 Day    | IPEC GZB (BBA Batch1) |
| 5     | Career Guidance Session and NCS Portal Awareness Program                                      | 21st Sept 23 | 1 Day    | NICS Noida            |

**Orientation, Career Guidance and Workshops for various stakeholders of NCS Portal**

| S.No. | Programme Name  | Dates        | Duration | Venue                  |
|-------|---|--------------|----------|------------------------|
| 6     | Workshop on NCS Portal for Employers & HR's of the Companies (HR/Employer's Meet) | 22nd Sept 23 | 1 Day    | NICS Noida             |
| 7     | Career Guidance Session and NCS Portal Awareness Program                          | 25th Sept 23 | 1 Day    | IPEC GZB (BBA Batch 2) |
| 8     | Career Guidance Session and NCS Portal Awareness Program                          | 26th Sept 23 | 1 Day    | UPID Noida             |



### Glimpse of Orientation, Career Guidance, and Workshops for various stakeholders of NCS Portal





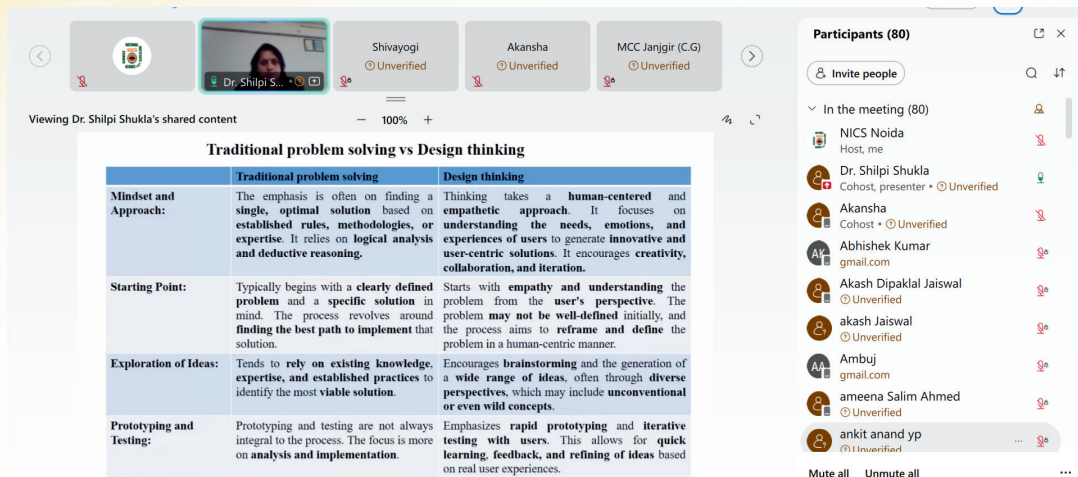
### Career Talk with Industry Experts

In order to strengthen the employability of the students and unemployed youth and to help they achieve their career goals and to support individuals in their career development journey, National Institute for Career Service is conducting weekly Career Talks with domain experts i.e. Wednesday of every week. These career talks are being conducted through Cisco WebEx. In the month of September 2023, we have four (4) career talk organized. The detail is listed below.

| S.No. | Date         | Expert Name and Designation  | Topic                            | Link of YouTube Channel    |
|-------|--------------|--|----------------------------------|----------------------------|
| 1     | 6th Sept 23  | Dr. Shilpi Shukla, Assistant Professor, MGM CET College, Noida                         | Career in Design Thinking        | <a href="#">Click here</a> |
| 2     | 15th Sept 23 | Dr. Jagannath Pathak, Professor, HOD, Banda University of Agriculture & Technology, UP | Career in Agriculture            | <a href="#">Click here</a> |
| 3     | 20th Sept 23 | Dr. N.K Sharma, Group Director, HRIT   | Career in Electrical Engineering | <a href="#">Click here</a> |
| 4     | 29th Sept 23 | Prof Dr. Vikas Gupta, Principal, IPEC  | Career in Business Analytics     | <a href="#">Click here</a> |



### Career in Design Thinking ( 6th Sept 23 )



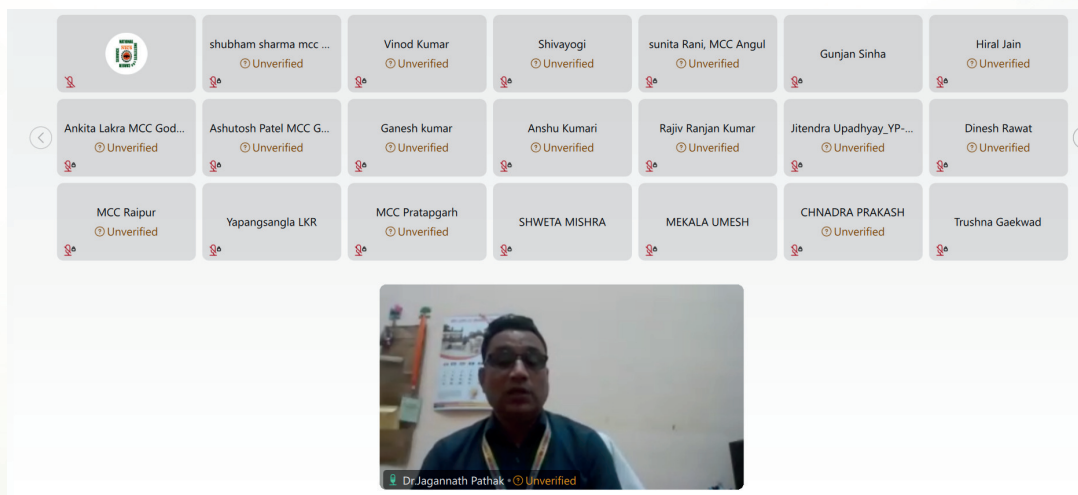
Viewing Dr. Shilpi Shukla's shared content

|                                 | Traditional problem solving  | Design thinking  |
|---------------------------------|--|--|
| <b>Mindset and Approach:</b>    | The emphasis is often on finding a <b>single, optimal solution</b> based on <b>established rules, methodologies, or expertise</b> . It relies on <b>logical analysis and deductive reasoning</b> . | Thinking takes a <b>human-centered and empathetic approach</b> . It focuses on <b>understanding the needs, emotions, and experiences of users</b> to generate <b>innovative and user-centric solutions</b> . It encourages <b>creativity, collaboration, and iteration</b> . |
| <b>Starting Point:</b>          | Typically begins with a <b>clearly defined problem</b> and a <b>specific solution</b> in mind. The process revolves around <b>finding the best path to implement</b> that solution.                | Starts with <b>empathy and understanding</b> the problem from the <b>user's perspective</b> . The problem <b>may not be well-defined</b> initially, and the process aims to <b>reframe and define</b> the problem in a human-centric manner.                                 |
| <b>Exploration of Ideas:</b>    | Tends to <b>rely on existing knowledge, expertise, and established practices</b> to identify the most <b>viable solution</b> .   | Encourages <b>brainstorming</b> and the generation of a <b>wide range of ideas</b> , often through <b>diverse perspectives</b> , which may include <b>unconventional or even wild concepts</b> .   |
| <b>Prototyping and Testing:</b> | Prototyping and testing are not always integral to the process. The focus is more on <b>analysis and implementation</b> .  | Emphasizes <b>rapid prototyping</b> and <b>iterative testing with users</b> . This allows for <b>quick learning, feedback, and refining of ideas</b> based on real user experiences.   |

**Participants (80)**

- NICS Noida (Host, me)
- Dr. Shilpi Shukla (Cohost, presenter • Unverified)
- Akansha (Cohost • Unverified)
- Abhishek Kumar (gmail.com)
- Akash Dipaklal Jaiswal (Unverified)
- akash Jaiswal (Unverified)
- Ambuj (gmail.com)
- ameena Salim Ahmed (Unverified)
- ankit anand yp (Unverified)

### Career in Agriculture ( 15th Sept 23 )

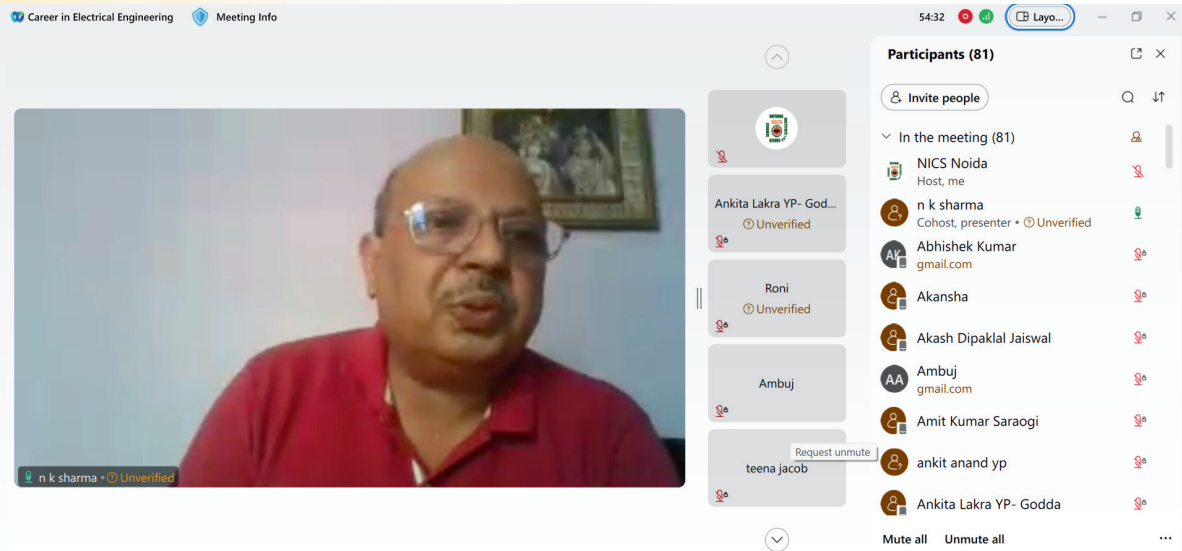


Participants in the meeting:

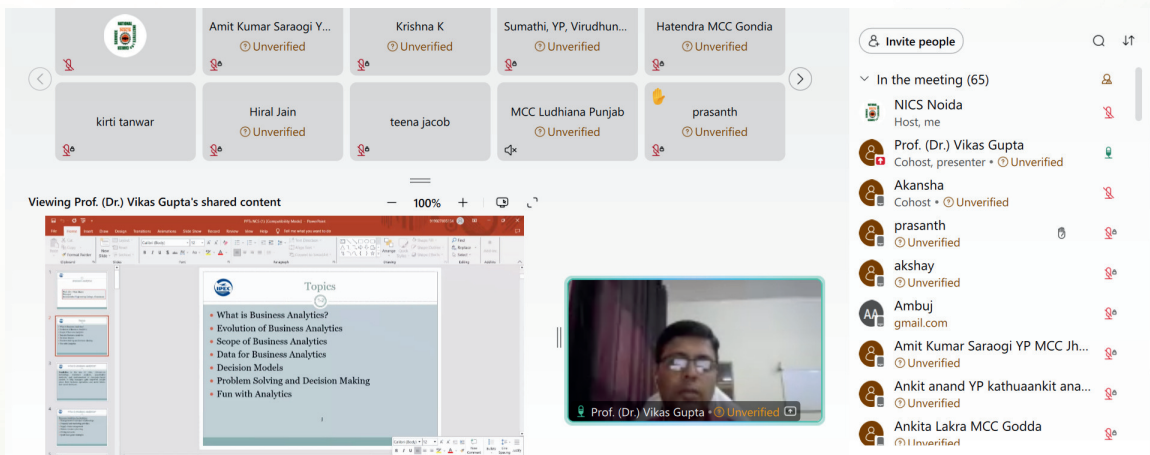
- shubham sharma mcc ... (Unverified)
- Vinod Kumar (Unverified)
- Shivayogi (Unverified)
- sunita Rani, MCC Angul (Unverified)
- Gunjan Sinha
- Hiral Jain (Unverified)
- Ankita Lakra MCC God... (Unverified)
- Ashutosh Patel MCC G... (Unverified)
- Ganesh kumar (Unverified)
- Anshu Kumari (Unverified)
- Rajiv Ranjan Kumar (Unverified)
- Jitendra Upadhyay\_YP... (Unverified)
- Dinesh Rawat (Unverified)
- MCC Raipur (Unverified)
- Yapangsangla LKR
- MCC Pratappgarh (Unverified)
- SHWETA MISHRA
- MEKALA UMESH
- CHNADRA PRAKASH (Unverified)
- Trushna Gaekwad

Dr. Jagannath Pathak (Unverified)

### Career in Electrical Engineering ( 20th Sept 23 )



### Career in Business Analytics ( 29th Sept 23 )





### Implementation of YP Scheme under NCS Project





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**NATIONAL INSTITUTE FOR CAREER SERVICE**

### **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.



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### MANAGEMENT OF MODEL CAREER CENTRE OF NICS

One Model Career Centre has also been established and functioning under NCS project of Ministry of labour & Employment, Government of India at NICS, Noida, since 2017. The MCC helps jobseekers to make the best career decision by providing Career Counselling Sessions and also assist jobseekers with all employment-related information, ranging from apprenticeships to job opportunities in reputed companies, via organising job fairs, mega job fairs and placement drives.

The MCC works towards bridging the gap among all stakeholders, so that they came together and interact with each other for the employment of the jobseekers. A model career centre is a route for the marketplace to enter inside and create a completely integrated employer-employee association.

### Activities with respect to MCC, NICS from April, 2023 to September, 2023

| Month        | Jobseeker Registration Done | Employer Registration Done | Individual Guidance Session | Group Guidance Session | Outreach Activities | Video Success Stories | Documented Success Stories | Job Fair  | Vacancy posting |
|--------------|-----------------------------|----------------------------|-----------------------------|------------------------|---------------------|-----------------------|----------------------------|-----------|-----------------|
| April, 2023  | 1012                        | 5                          | 360                         | 15                     | 8                   | 2                     | 4                          | 4         | 1800            |
| May, 2023    | 786                         | 5                          | 320                         | 17                     | 9                   | 2                     | 5                          | 4         | 2400            |
| June, 2023   | 728                         | 5                          | 350                         | 17                     | 8                   | 2                     | 5                          | 4         | 1900            |
| July, 2023   | 838                         | 5                          | 360                         | 20                     | 10                  | 2                     | 5                          | 4         | 2500            |
| August, 2023 | 801                         | 5                          | 331                         | 20                     | 9                   | 2                     | 5                          | 4         | 2900            |
| Sept, 2023   | 1010                        | 2                          | 362                         | 21                     | 9                   | 2                     | 5                          | 4         | 2020            |
| <b>Total</b> | <b>5175</b>                 | <b>27</b>                  | <b>2083</b>                 | <b>110</b>             | <b>53</b>           | <b>12</b>             | <b>29</b>                  | <b>24</b> | <b>13520</b>    |



### 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 September, 2023, MCC, NICS conducted following Outreach Programmes**

1. Visited HRIT, Ghaziabad on 06th Sep 2023 for Meeting with Training and Placement officer regarding Candidate Mobilization in Up Coming Event at MCC NICS.
2. Visited DPITI, Noida on 11th Sep 2023 regarding Candidate Mobilization for Up Coming Event at MCC NICS.
3. Visited GBITI, Noida on 13th Sep 2023 regarding Candidate Mobilization for Up Coming Event at MCC NICS.
4. Visited HBS, Noida on 15th Sep 2023 Regarding Mega Job Fair Discussion, Employers Mobilization and Job Fair Management (Also Meeting with Managing Director of the organization).
5. Visited IPEC, Ghaziabad on 20th Sep 2023 Regarding Workshop on NCS Portal and Career Guidance Session for BBA Candidates (Batch-1)
6. Visited IPEC, Ghaziabad on 25th Sep 2023 Regarding Workshop on NCS Portal and Career Guidance Session for BBA Candidates (Batch-2)
7. Visited UPID, Noida on 26th Sep 2023 Regarding Workshop on NCS Portal and Career Guidance Session for Design Students.
8. Visited SBI Life Insurance, Noida on 28th Aug 2023 to meet with HR Head to understand the requirements of Job Opportunities for Jobseekers regarding Upcoming Job fair.
9. Visited DEO Office Gautam Buddha Nagar on 29th Sep 2023 for Up Coming Mega Job Fair Discussion.





### Glimpses of Outreach Activities





### 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 September 2023, MCC NICS organized **4** Job Fairs where **650** Jobseekers participated over **1950** vacancies. **358** Candidates were shortlisted in the Job Fair and **258** candidates finally received the job opportunity and remaining shortlisted candidates are under process for final selection.

### Highlights from the Job Fairs organised in the month of August 2023

| S. No. | Date                      | Venue          | Number of Employers participated in the Job Fair | No. of participants | No. of Finally selected participants |
|--------|---------------------------|----------------|--|---------------------|--------------------------------------|
| 1      | 05th Sep to 10th Sep 2023 | Online         | 1  | 224                 | 90                                   |
| 2      | 15th Sep to 19th Sep 2023 | Online         | 3  | 137                 | 96                                   |
| 3      | 22nd Sep 2023             | MCC NICS Noida | 7  | 133                 | 72                                   |
| 4      | 29th Sep 2023             | MCC NICS Noida | 12   | 156                 | 81 (Shortlisted)                     |










### Job Fair Glimpses





### Other Activities

|   | Name of Activity   | Status  |
|---|--|---|
|    | E-Newsletter   |  <u>Previous E-Newsletters</u>   |
|  | Management of Social Media Handle of NICS Noida from August'2022 onwards |  A total of 602 followers were recorded on the Instagram Handle<br> 77 Followers and 47 Likes were recorded on the Facebook Handle<br> 101 followers were recorded on Twitter<br> 173 subscribers were recorded on YouTube channel |



### Upcoming Events in October, 2023

| S. No. | Programme Name   | Dates              | Duration | Venue        |
|--------|--|--------------------|----------|--------------|
| 1      | Capacity Building Training Programme for Nodal Officers/Centre Manager/MCC in-charges on NCS Portal & MCC Management | 04th-06th Oct 2023 | 03 Days  | NICS Noida   |
| 2      | Workshop on NCS Portal awarness and Jobseeker Registration process for Final year Candidates at UPID Noida           | 05th Oct 2023      | 1 Day    | UPID Noida   |
| 3      | Mega Job fair  | 06th Oct 2023      | 1 Day    | HBS Noida    |
| 4      | Refresher Training Programme for Young Professionals at NICS Noida   | 09th-13th Oct 2023 | 05 Days  | NICS Noida   |
| 5      | Career Guidance and NCS Portal Awarness Session  | 10th Oct 2023      | 1 Day    | IMS Noida    |
| 6      | Career Guidance and NCS Portal Awarness Session  | 11th Oct 2023      | 1 Day    | MMH Gaziabad |
| 7      | Offline Job Fair   | 13th Oct 2023      | 1 Day    | NICS Noida   |



### Upcoming Events in October, 2023

| S. No. | Programme Name   | Dates                | Duration | Venue                   |
|--------|--|----------------------|----------|-------------------------|
| 8      | Refresher Training Programme for Young Professionals at NICS Noida | 16th-20th Oct 2023   | 05 Days  | NICS Noida              |
| 9      | Online Job Fair  | 16th - 20th Oct 2023 | 5 Days   | Online                  |
| 10     | Career Guidance and NCS Portal Awareness Session                   | 17th Oct 2023        | 1 Day    | Richa Foundation Noida  |
| 11     | Career Guidance and NCS Portal Awareness Session                   | 18th Oct 2023        | 1 Day    | Gautam Buddha ITI Noida |
| 12     | Online Job Fair  | 23rd - 27th Oct 2023 | 5 Days   | Online                  |



MCC and YPs Details

| APPROVED MCC DETAILS TILL DATE |     |
|--------------------------------|-----|
| No. of MCCs                    | 407 |
| Non-Funded MCCs                | 07  |

| YP DETAILS  |     |
|---|-----|
| Total No. of Young Professionals recruited since 2015 till date                           | 526 |
| Total No. of Young Professionals currently in position (Including YPs posted at NICS/DGE) | 297 |

TEAM NICS



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