



श्रम एवं रोजगार मंत्रालय  
GOVERNMENT OF INDIA  
MINISTRY OF LABOUR &  
EMPLOYMENT



National Institute for Career Service  
नेशनल करियर सर्विस संस्थान

# Monthly e-Newsletter

## October 2023



Toll Free Number : 1514



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### 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 stakeholders.
- 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.

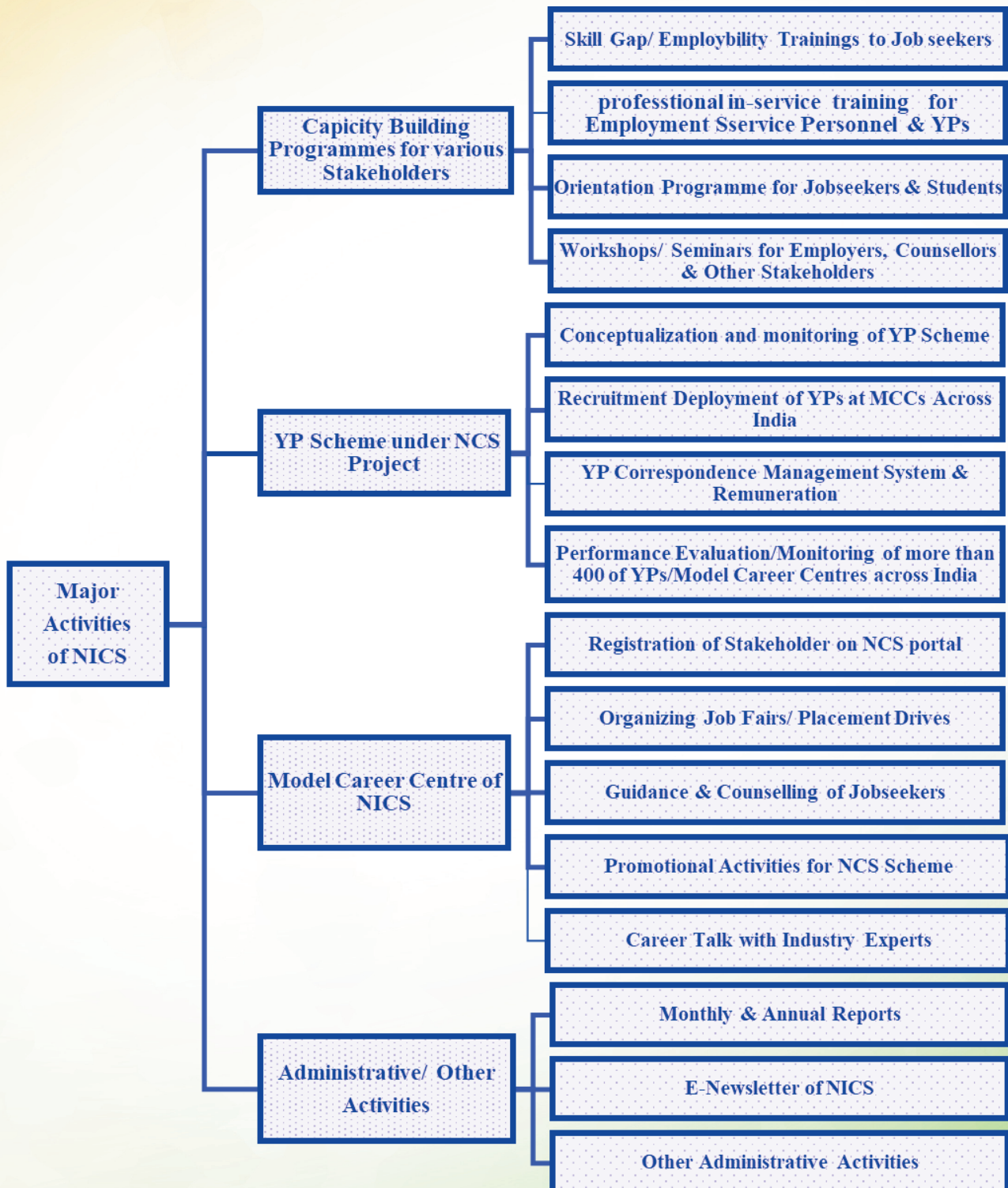
### Mandate

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 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 October 2023, NICS organized Three (3) Capacity Building Program. The detail of the same is below:

S. No.	Date	Name of Program	Venue	No. of participants
1	04th-06th Oct 2023	Capacity Building Training Programme for Nodal Officers/Centre Manager/MCC in-charges on NCS Portal & MCC Management	NICS Noida	28
2	09th-13th Oct 2023	Refresher Training Programme for Young Professionals - Group 2	NICS Noida	33
3	16th-20th Oct 2023	Refresher Training Programme for Young Professionals - Group 3	NICS Noida	32





### Capacity Building Training Programme for Nodal Officers ( 04th-06th Oct 2023 )





### Refresher Training Programme for Young Professionals - Group 2 ( 09th-13th Oct 2023 )





### Refresher Training Programme for Young Professionals - Group 3 ( 16th-20th Oct 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, seven (7) 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	05th Oct 23	1 Day	UPID Noida
2	Career Guidance Session and NCS Portal Awareness Program	05th Oct 23	1 Day	HBS Noida
3	Orientation program on NCS portal & how to participate in job fair for jobseekers	12th Oct 23	1 Day	NICS Noida
4	Career Guidance Session and NCS Portal Awareness Program for College Students	13th Oct 23	1 Day	NICS Noida



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

S.No.	Programme Name	Dates	Duration	Venue
5	Orientation program on NCS portal & how to participate in job fair for jobseekers	19th Oct 23	1 Day	NICS Noida
6	Career Guidance Session and NCS Portal Awareness Program for College Students	20th Oct 23	1 Day	NICS Noida
7	Career Guidance Session and NCS Portal Awareness Program	31st Oct 23	1 Day	MMH Ghaziabad



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



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### 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 one (1) career talk organized. The detail is listed below.

S.No.	Date	Expert Name and Designation	Topic	Link of YouTube Channel
1	18th October 23	Dr. Ram Prakash, Associate Professor & HOD, MGMCOET, Noida	Career in Mechanical Engineering	<a href="#">Click here</a>

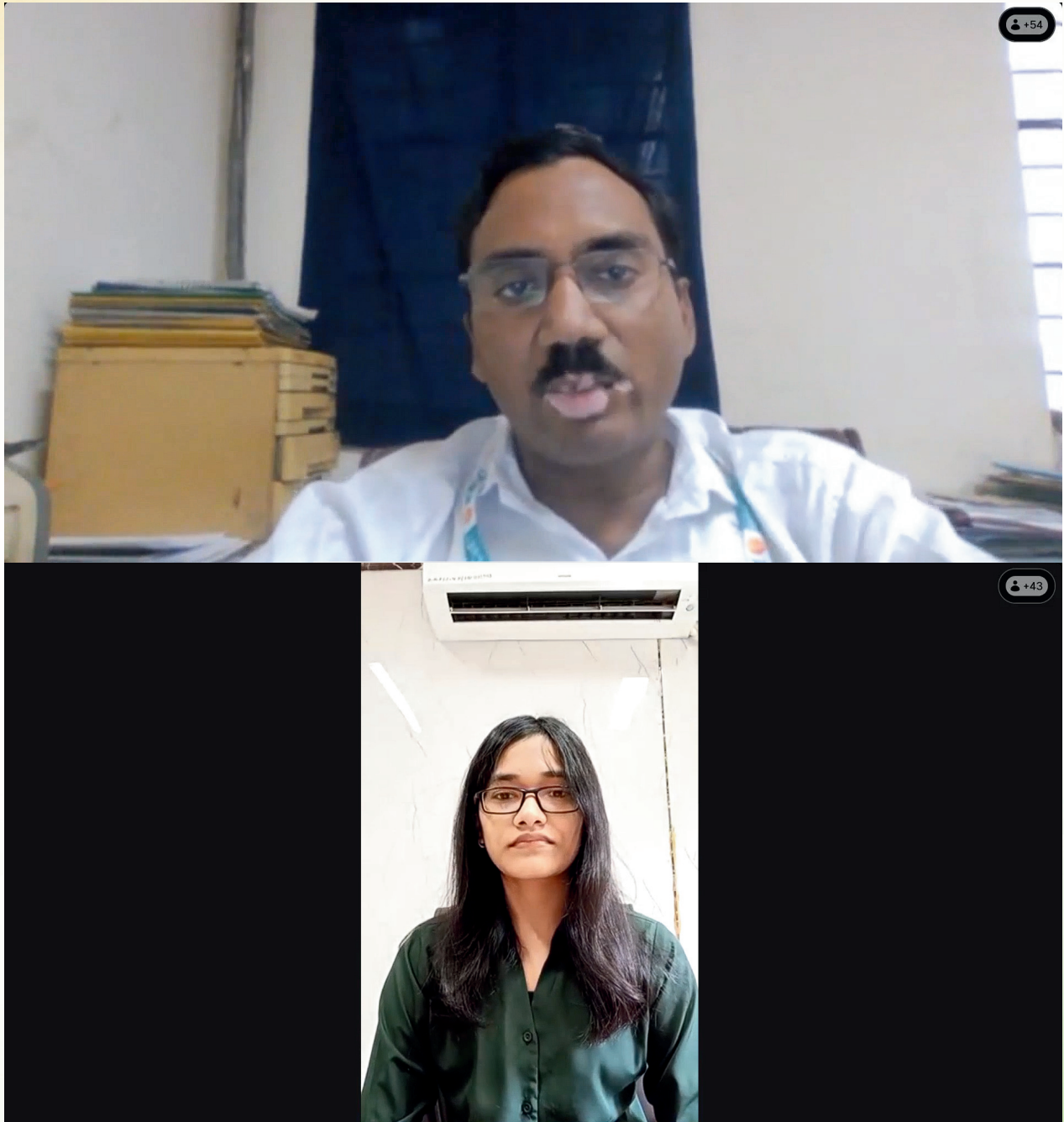




# नेशनल करियर सर्विस संस्थान

## NATIONAL INSTITUTE FOR CAREER SERVICE

Career in Mechanical Engineering ( 18th October 23 )





### 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.





# नेशनल करियर सर्विस संस्थान

## NATIONAL INSTITUTE FOR CAREER SERVICE

### 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.



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### Activities with respect to MCC, NICS from April, 2023 to October, 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	1005	5	362	21	9	2	5	4	2020
Oct 2023	709	5	355	20	10	0	0	3	2650
<b>Total</b>	<b>5879</b>	<b>35</b>	<b>2438</b>	<b>130</b>	<b>63</b>	<b>12</b>	<b>29</b>	<b>27</b>	<b>16170</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 October, 2023, MCC, NICS conducted following Outreach Programmes**

1. Visited UPID, Noida on 04th Oct 2023 for Meeting with Director of Organization regarding Candidate Mobilization in Up Coming Event at MCC NICS.
2. Visited HBS, Noida on 04th Oct 2023 regarding Candidate Mobilization for Up Coming Event at MCC NICS and Discussion about Up Coming Mega Job Fair at HBS.
3. Visited UPID, Noida on 05th Oct 2023 Regarding Workshop on NCS Portal and Career Guidance Session for Final Year Students.
4. Visited HBS, Noida on 05th Oct 2023 regarding Regarding Workshop on NCS Portal and Career Guidance Session for Students Coordinators.
5. Visited and Conducted Mega Job Fair at HBS Noida on 6th Oct 2023.
6. Visited Cadfin Tech, Noida on 10th Oct 2023 to meet with HR Head to understand the requirements of Job Opportunities for Jobseekers regarding Upcoming Job fair.
7. Visited Benekind Medics Global Private Limited, Noida on 11th Oct 2023 to meet with HR Head to understand the requirements of Job Opportunities for Jobseekers regarding Upcoming Job fair.
8. Visited District Employment Office , Gautam Buddha Nagar on 19th Oct 2023 Regarding discussion and Planning about future Mega Job Fair Event.
9. Visited MMH College , Ghaziabad on 30th Oct 2023 for meeting with Placement Team and college faculty regarding Candidate Mobilization for Up Coming Event at MCC NICS, Noida.
10. Visited MMH College, Ghaziabad and Conducted Workshop on NCS Portal and Career Guidance Session for Jobseekers on 31st Oct 2023





### 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 October 2023, MCC NICS organized **4** Job Fairs where **1549** Jobseekers participated over **2650** vacancies. **809** Candidates were shortlisted in the Job Fair and **611** candidates finally received the job opportunity.

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

S. No.	Date	Venue	Number of Employers participated in the Job Fair	No. of participants	No. of Finally selected participants
1	06th Oct 2023	HBS, Noida (MCC NICS Mega Job Fair)	25	1145	391
2	13th Oct 2023	MCC NICS Noida	7	212	104
3	20th Oct to 23rd Oct 2023	Online	3	91	60
4	27th Oct to 31st Oct 2023	Online	2	101	56



### Job Fair Glimpses





### Events in NICS Noida

#### Hindi Pakhwada ( 14 - 28 Sep.)



#### Various competitions during hindi pakhwada





### Events in NICS Noida

**Swachhata hi seva ( 15 Sep - 2 Oct )**

**Review/ weeding out of unwanted records**



**Essay competition on cleanliness and sanitation**



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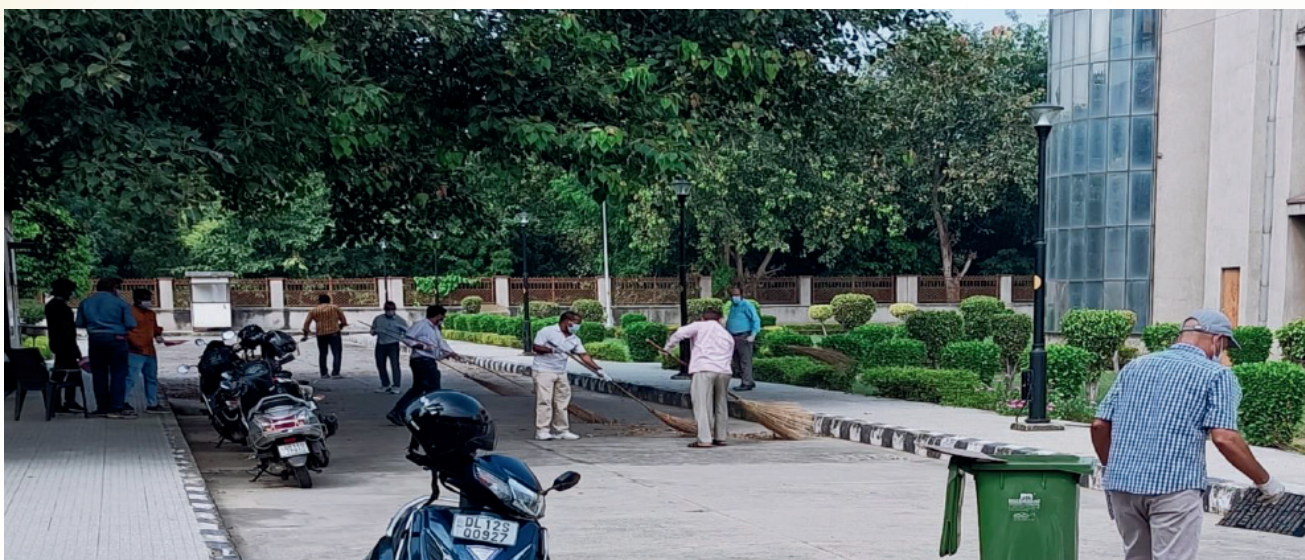
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### Events in NICS Noida

Swachhata hi seva ( 15 Sep - 2 Oct )

Shrmdaan cleaning of office campus, and public places





### Events in NICS Noida

#### Intergrity Pledge ( 30 Oct )



### सत्यनिष्ठा प्रतिज्ञा

हमारा विश्वास है कि हमारे देश की आर्थिक, राजनीतिक तथा सामाजिक प्रगति में भ्रष्टाचार एक बड़ी बाधा है।

हमारा विश्वास है कि भ्रष्टाचार का उन्मूलन करने के लिए सभी संबंधित पक्षों जैसे सरकार, नागरिकों तथा निजी क्षेत्र को एक साथ मिल कर कार्य करने की आवश्यकता है।

इस दिशा में स्वयं को एक उदाहरण के रूप में प्रस्तुत करने तथा श्रेष्ठोपाय, सत्यनिष्ठा कांचा तथा नीति-संहिता स्थापित करने के अपने उत्तरदायित्व को हम स्वीकार करते हैं।

हम मानते हैं कि भ्रष्टाचार उन्मूलन करने में तथा अपने कार्यों के सभी पहलुओं में सत्यनिष्ठा, पारदर्शिता तथा सूरक्षा के उच्चतम मानकों को बनाए रखने के लिए, एक संगठन होने के नाते हमें सामने से नैतृत्व करना होगा।

अतः, हम प्रतिज्ञा करते हैं कि:-

- हम नीतिविरुद्ध कार्य पद्धतियों को बढ़ावा देंगे तथा ईमानदारी और सत्यनिष्ठा की संस्कृति को प्रोत्साहन देंगे;
- हम ना हो सकते हैं और ना हो सकते हैं;
- हम पारदर्शिता, निष्पक्षता तथा निष्पक्षता पर आधारित निर्णय सुनिश्चन की प्रतिज्ञा करते हैं;
- हम कार्यों के संबंधित में संबद्ध कानूनों, नियमावलीयों तथा अनुपालन प्रक्रियाओं का पालन करेंगे;
- हम अपने सभी कर्मचारियों के लिए एक नीति-संहिता अपनाएंगे;
- हम अपने कर्मचारियों को उनके कर्तव्यों के ईमानदार निष्पादन के लिए, उनके कार्य से संबद्ध नियमों, विनियमों आदि के बारे में सुझाई बनाएंगे;
- हम समस्याओं तथा कठोर कार्यकलापों की सूचना देने के लिए समस्या समाधान तथा सूचना प्रदाता तंत्र का प्रबंध करेंगे;
- हम संबंधित पक्षों एवं समाज के अधिकारों तथा हितों का संरक्षण करेंगे

UTTAR PRADESH, 30th Oct 2023

**Reeta**  
Deputy Director of Employment

अधिकृत प्रतिनिधि  
For NATIONAL INSTITUTE FOR CAREER SERVICE



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### 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 640 followers were recorded on the Instagram Handle   100 Followers and 47 Likes were recorded on the Facebook Handle   101 followers were recorded on Twitter   173 subscribers were recorded on YouTube channel



### Upcoming Events in November, 2023

S. No.	Programme Name	Dates	Duration	Venue
1	Refresher Training Programme for Young Professionals - Group 4	06th-10th Nov 2023	05 Days	NICS Noida
2	Career Guidance Session and NCS Portal Awareness Program for College Students	8th Nov 2023	01 Days	NICS Noida
3	Orientation program on NCS portal & how to participate in job fair for jobseekers	9th Nov 2023	01 Days	NICS Noida
4	Workshop on NCS Portal for Employers & HR's of the Companies (HR/Employer's Meet)	10th Nov 2023	01 Days	NICS Noida
5	Refresher Training Programme for Young Professionals - Group 5	20th-24th Nov 2023	05 Days	NICS Noida
6	Orientation program on NCS portal & how to participate in job fair for jobseekers	23rd Nov 2023	01 Days	NICS Noida
7	Career Guidance Session and NCS Portal Awareness Program	29th Nov 2023	01 Days	NICS Noida





### 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 & joined since 2015 till date	500
Total No. of Young Professionals currently in position (Including YPs posted at NICS/DGE)	290





### TEAM NICS



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