



Monthly e-Newsletter

APRIL 2024





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-Governance plan (Ne-GP), the then Central Institute for Research and Training in Employment Service (CIRTES) was renamed as National Institute for Career Service (NICS) in July 2016. NICS was designated as nodal institute for capacity building of all stakeholders of NCS project and for professional in-service training of Officers of National Employment Services working with the Central & State Government. Under NCS project, NICS also implements Young Professional Scheme of M/o Labour and Employment and provides Employment related Services to the jobseekers and job providers through its Model Career Centre (MCC).

Vision

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

Mission

- Enhancing human and organizational excellence in Employment/ Career Services 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 efficiency and productivity of employment/ career service personnel by developing innovative strategies for career counselling, job mapping and placement.

Mandate

Implementation of NCS Project and YP Scheme: NICS is also playing a major role in implementing the Young Professional Scheme of M/o Labour and Employment and is also coordinating the activities of Model Career Centres established in various parts of the 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, Noida.



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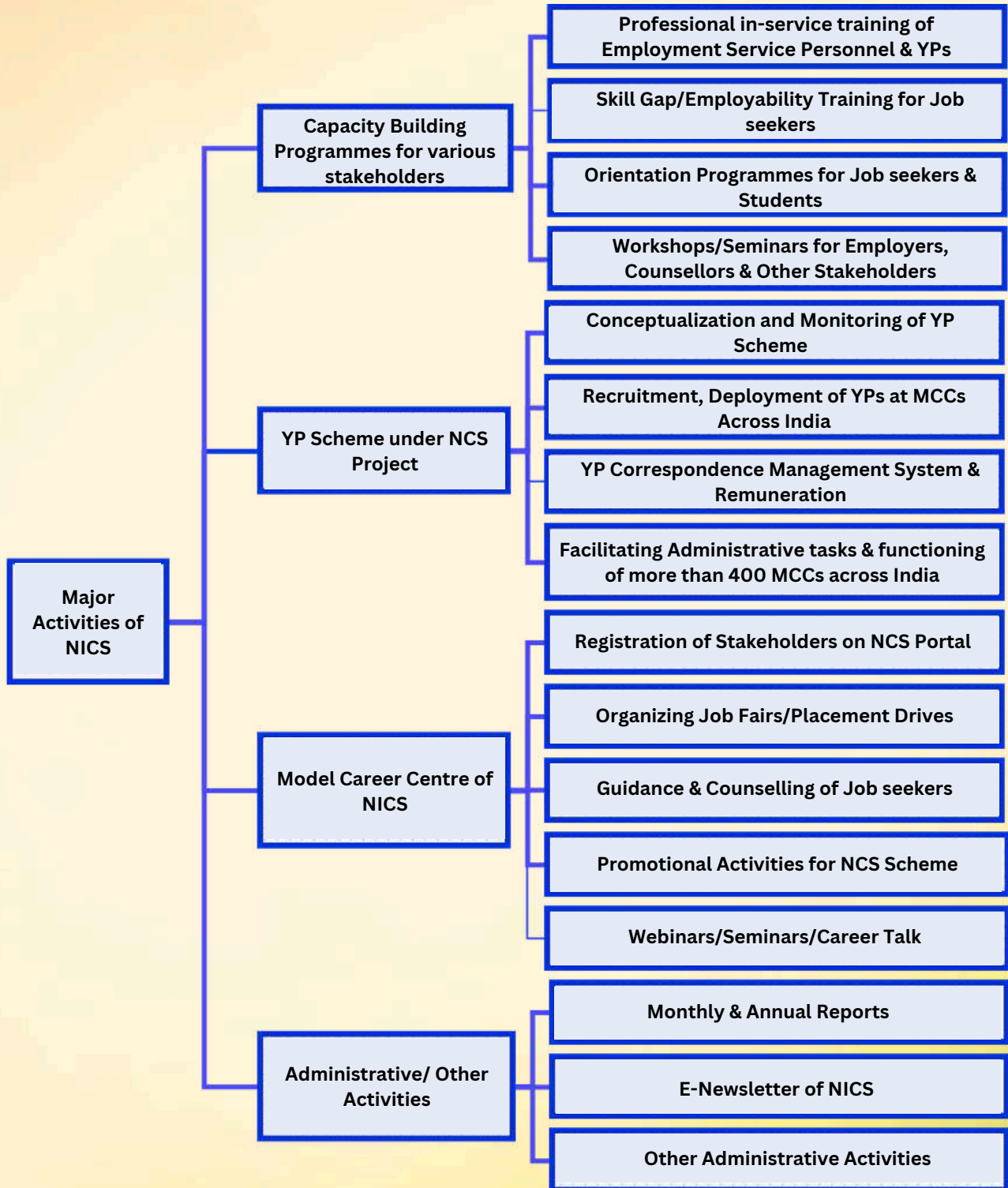


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**Major Activities of
National Institute for Career Service**





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Training Programmes for Employment Personnel & Young Professionals

These training initiatives bridge the divide between job requirements and existing skills, empowering individuals with the competencies needed for success in the workforce. Through partnerships with industry, participants gain practical insights and relevant training, fostering their employability in today's dynamic job market.

The objective of Skill Gap Training / Employability Training in partnership with Industry is to equip individuals with the specific skills and technical knowledge demanded by employers, thereby enhancing their readiness for the formal workforce. Through collaboration with industry partners, these programs aim to narrow the gap between job requirements and available skillsets, ultimately increasing participants' employability and facilitating successful integration into the labor market.

In the month of April 2024, NICS organized Three (3) Training Programs, details of the same is as under:

S. No.	Date	Name of Program	Venue	No. of participants
1	23rd Apr 2024	Online Capacity Building Training Programme on E Office for HOO/DDO of NCSC for DA	Online	23
2	24th-25th Apr 2024	Online Capacity Building Training Programme on E Office for DGE Officials (STENO Grade)	Online	6
3	29th Apr 2024	Online Capacity Building Training Programme on E Office for NCSC for SC/ST	Online	24



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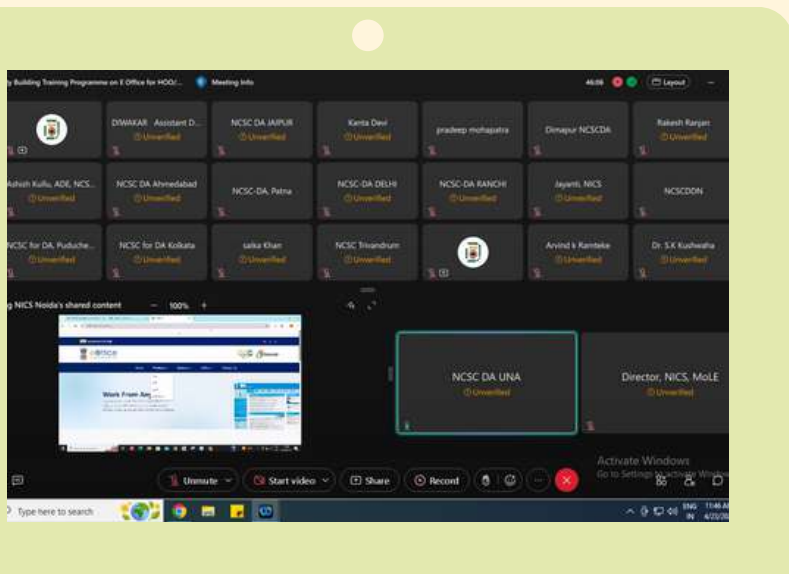
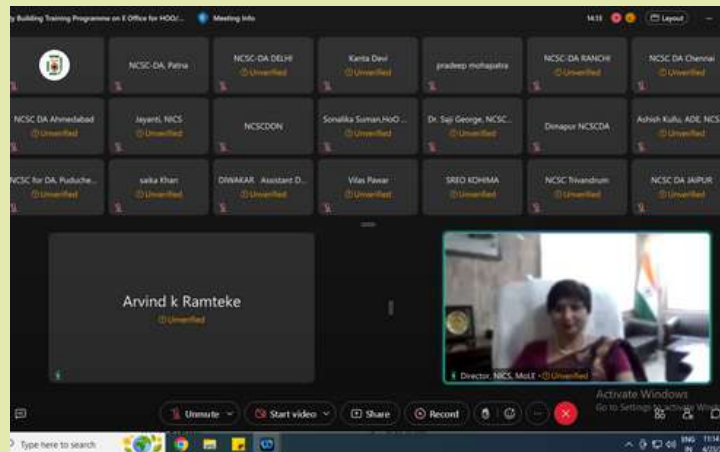
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Online Capacity Building Training Programme on E Office for HOO/DDO of NCSC for DA (23rd Apr 2024)



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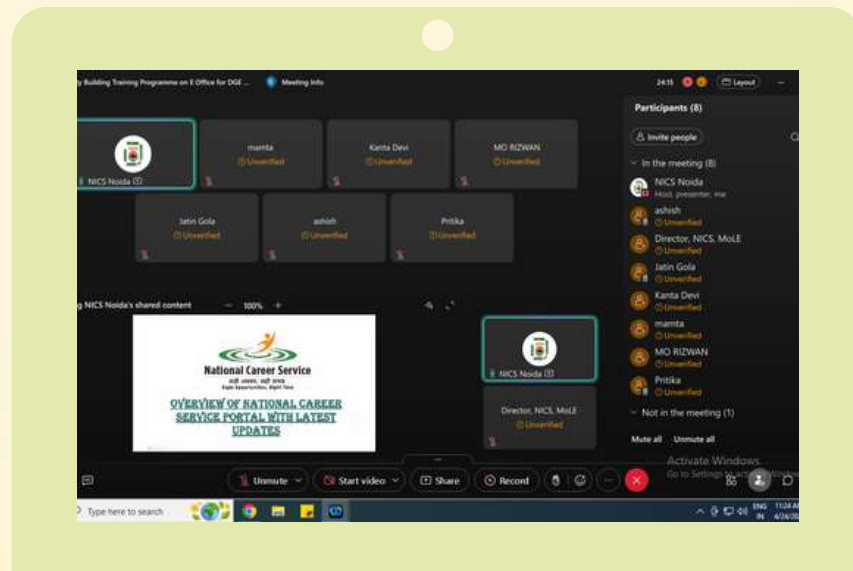
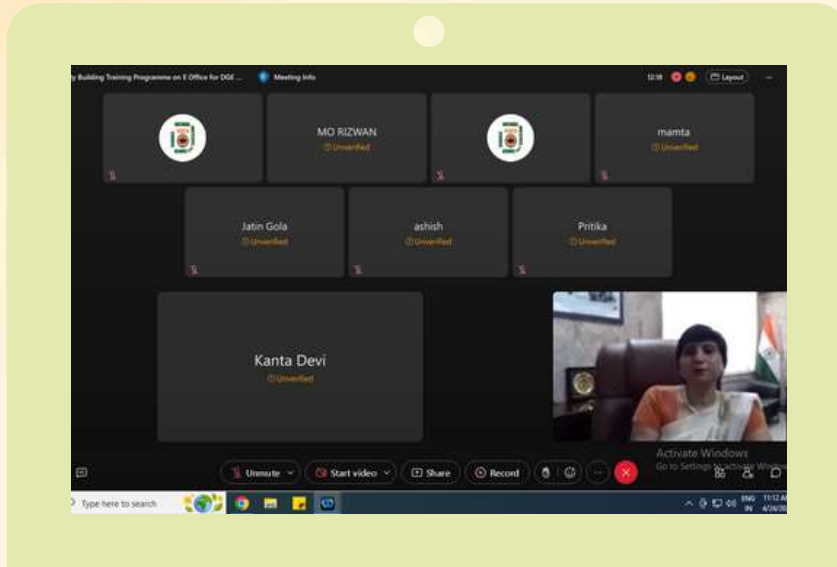
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**Online Capacity Building Training Programme on E Office
for DGE Officials (STENO Grade)
(24th-25th Apr 2024)**

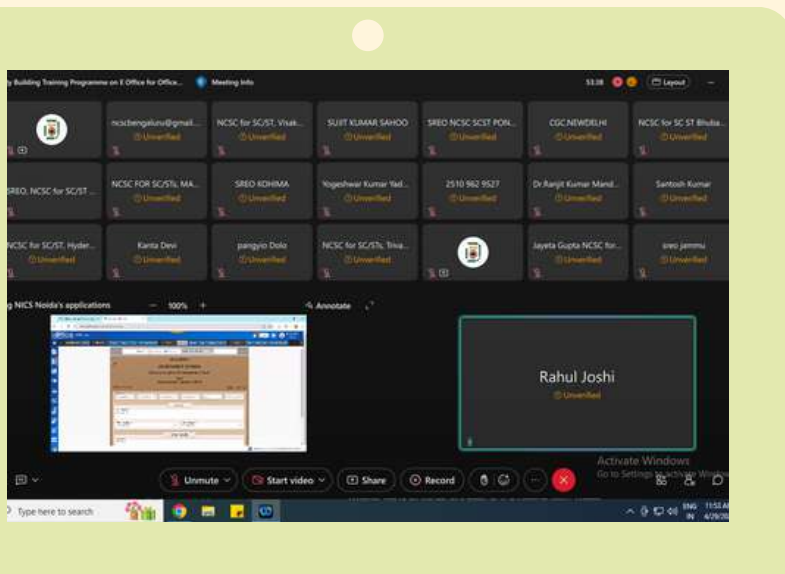
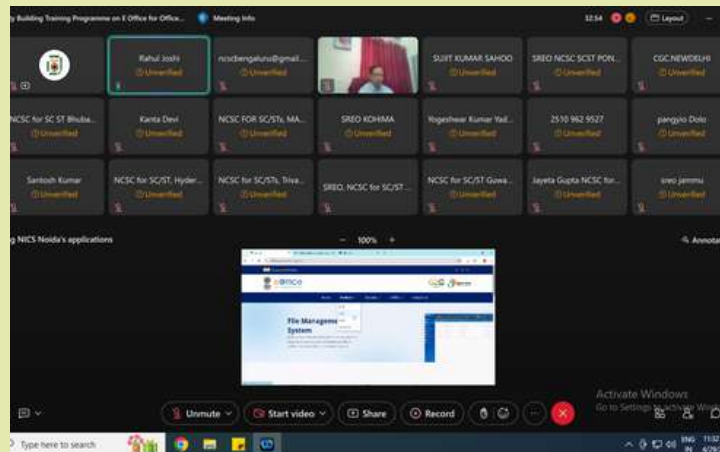


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Online Capacity Building Training Programme on E Office for NCSC for SC/ST (29th Apr 2024)



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

National Institute for Career Services organizes Orientation Programmes every month for Jobseekers and Students. The programme emphasises on familiarizing the participants from different educational and social backgrounds with 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 skill 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 April 2024, Four (4) Orientations, Career Guidance and Workshops were organized by MCC NICS, where 120 participants were given the information regarding the NCS Portal.

S.No.	Programme Name	Dates	Duration	Venue
1	Orientation Programme on role of NCS Portal for Youth Employability in the training conducted by VVGnLI.	15th Apr 2024	1 Day	VVGnLI, Noida
2	Orientation programme on role of NCS Portal in Employment Services & Digisaksham Training Program	18th Apr 2024	1 Day	NICS Noida
3	Orientation Program & Career Counselling Session on NCS Portal for Jobseekers	19th Apr 2024	1 Day	UPID Noida
4	Seminar on effective usage of NCS Portal & its features for faculties	23rd Apr 2024	1 Day	UPID Noida

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



Webinars on New & Emerging Job Roles/ Career Talk

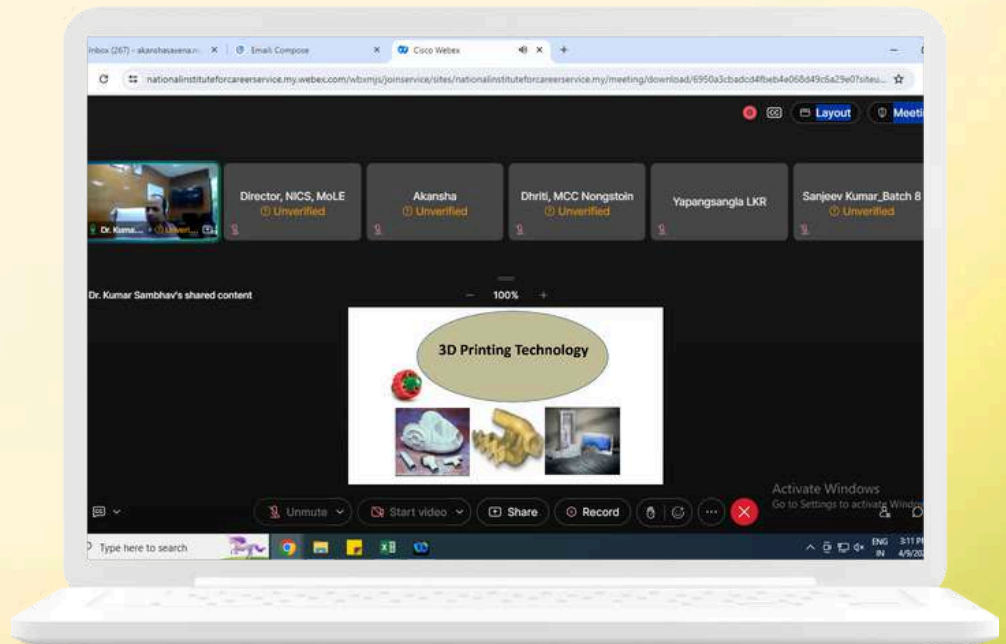
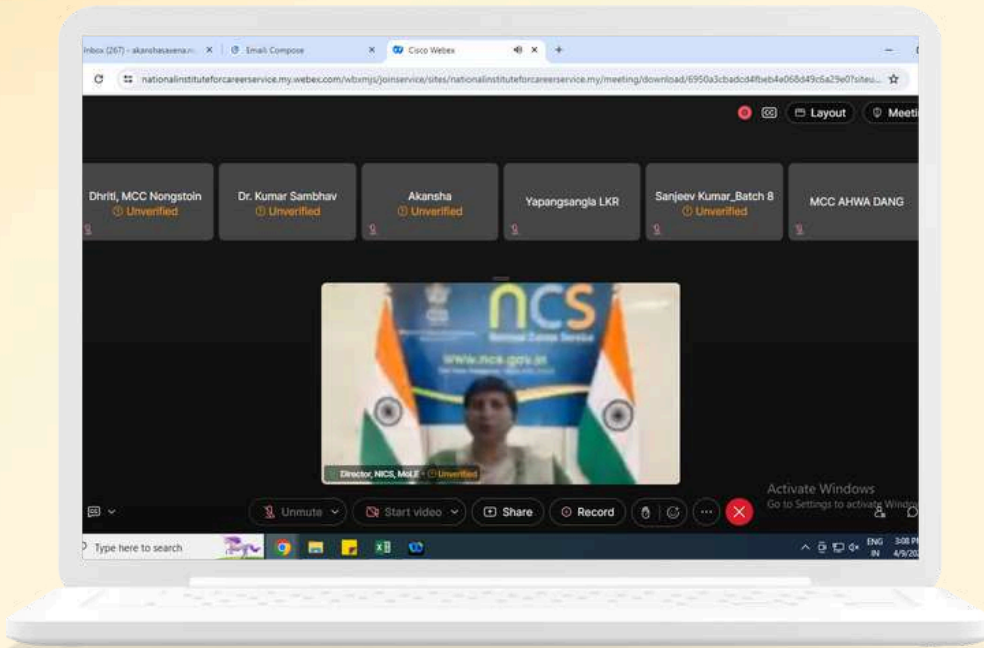
In order to strengthen the employability of the students and unemployed youth and to help them achieve their career goals and to support individuals in their career development journey, National Institute for Career Service is conducting weekly Webinars on New & Emerging Job Roles/ Career Talks with domain experts i.e. Wednesday of every week. These webinars/career talks are being conducted through Cisco WebEx. In the month of April 2024, Two (2) such sessions were organized with a total participant count of 153. The details are listed below;


S.No.	Date	Expert Name and Designation	Topic	Link of YouTube Channel
1	9th Apr 2024	Dr. Kumar Sambhav, Director, UPID, Noida	Webinar on 3D Printing Technology	Click Here
2	18th Apr 2024	Dr. Ritu Soryan, HOD, MBA & Dean, Student Welfare, Dronacharya Group of Institutions	Webinar on Crafting your Career Narrative: Integrating Personality & Soft Skills for Success	Click Here



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Webinar on 3D Printing Technology (9th Apr 2024)



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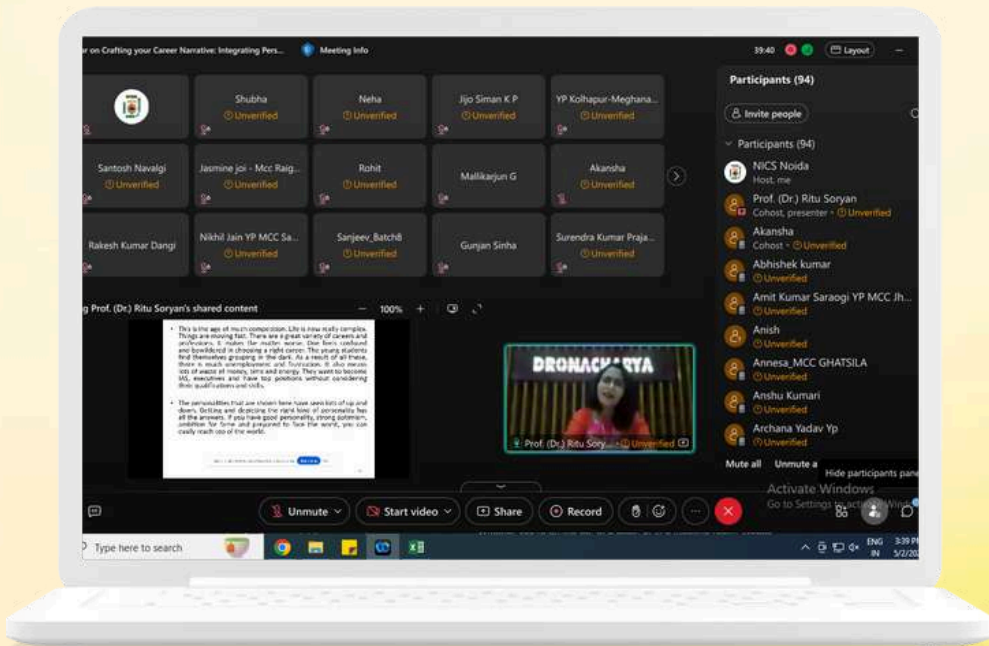
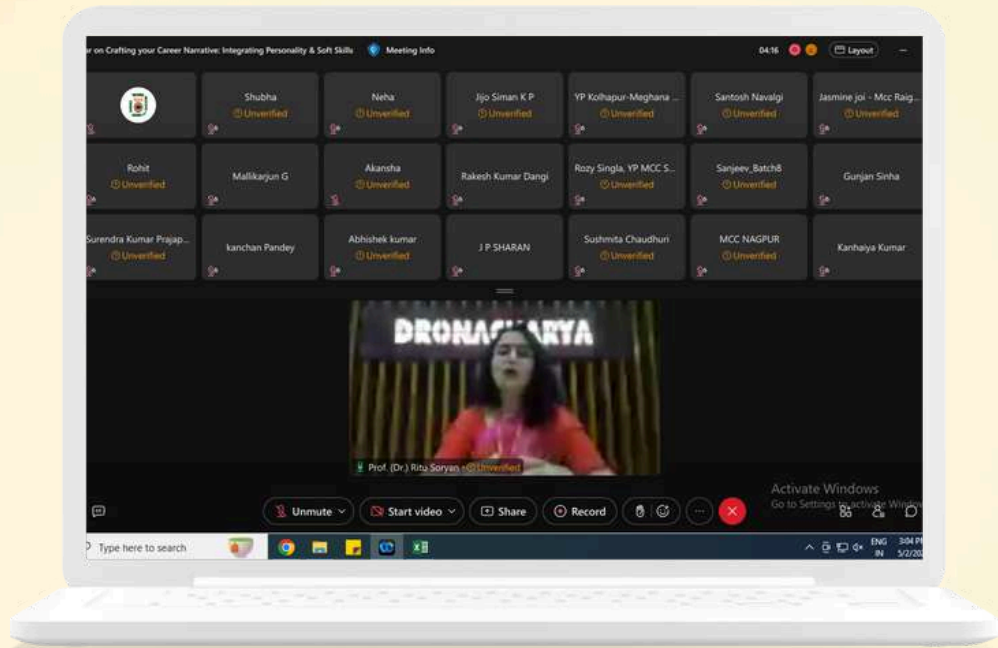




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Webinar on Crafting your Career Narrative: Integrating Personality & Soft Skills for Success (18th Apr 2024)



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Implementation of YP Scheme under NCS Project





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YP Correspondence Management System

National Institute for Career Service communicates with the Young Professionals via emails, telephonic exchanges, WhatsApp Groups and through official letters. Internal correspondence takes place between NICS and the Nodal Officers of Young Professionals. Sometimes direct communication takes place with the Young Professionals, which includes issuing instructions regarding the allotted tasks, protocols, memorandum, appointment letter, letter of approval, NOC, relieving letter, experience letter, 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 which 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 work 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 imparting the skill sets, enthusiasm, and entrepreneurial spirit in promising young talent in order to improve the dynamics of India's workforce and also career counselling aspect. 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 authorization and evaluation.



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ACTIVITIES OF MODEL CAREER CENTRE , NICS

One Model Career Centre has also been established and is 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 come together and interact with each other for the employment of the jobseekers. A model career centre enables creation of a completely integrated employer-employee association.

Model Career Centres connect local youth and other job-seekers with all possible job opportunities in a transparent and effective manner through the use of technology as well as through counselling and training. While the state-of-the-art technology driven National Career Service Portal provides information in a sustained manner about available job opportunities and resources, the MCCs are still the pivotal liaison and counselling interface of the National Career Service project for teeming millions of aspiring youth from rural, semi urban areas as well as from disadvantaged sections of the society.

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, 2024	970	5	330	20	10	2	5	4	2030
Total	970	5	330	20	10	2	5	4	2030



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Organizing Job Fairs/Placement Drives

The Model Career Centre at National Institute for Career Services is dedicated in organizing Job Fairs/Placement Drives every month so that employers/recruiters meet the potential employees and where job seekers find out more about the job openings. 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 April 2024, MCC NICS organized **4** Job Fairs, where **426** Jobseekers participated for over **2,030** vacancies. **243** Candidates were shortlisted in the Job Fair and **98** were finally selected. However, the final selection results are awaited from 2 Employers. It is to be noted that the job fairs were organized in online mode due to model code of conduct.

Highlights from the Job Fairs organised in the month of April 2024

S. No.	Date	Venue	No. of Employers participated in the Job Fair	No. of participants	No. of Finally selected participants
1	11th Apr to 15th Apr 2024	Online Job Fair	5	93	50
2	16th Apr to 19th Apr 2024	Online Job Fair	2	96	48
3	25th Apr to 30th Apr 2024	Online Job Fair	5	107	Data yet to be received from the Employer.
4	26th Apr to 30th Apr 2024	Online Job Fair	8	130	Data yet to be received from the Employer.



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Outreach Activities

The Model Career Centre at National Institute for Career Service is responsible for conducting Outreach Activities at various institutions for the wider reach and awareness of NCS Portal. These Outreach Activity Programmes are a combination of activities that encompass interactions with all employees and specific groups of an organization to engage every individual participating by generating the knowledge about NCS Portal. It is an attempt to reach out to the audience at mass level by establishing communication based on organization's support, motivation and guidance.

In the month of April 2024 MCC NICS conducted following Outreach Programmes

1. Visited IMS, Noida on 03rd April 2024 to Meeting with TPO regarding Candidate Mobilization for Upcoming Job fairs and Digisaksham Training Program at MCC NICS, Noida.
2. Visited Irah Public School, Noida on 04th April 2024 to Meeting with Director of Organization regarding Carrer talk Session and Some other Projects.
3. Visited TechnoED Private Limited, Noida on 08th April 2024 to meet with Diterctor of the Organization to understand the requirements of Job Opportunities for Jobseekers.
4. Visited Skill Mantra, Noida on 10th April 2024 to meet with CEO of the Organization to understand the requirements of Job Opportunities for Jobseekers.
5. Orientation Program on NCS portal & Transformation from NES to NCS at VVGNLI, Noida on 15th April 2024.
6. Career Guidance Session and NCS Portal Awareness Program at UPID, Noida on 19th April 2024
7. NCS Portal Awareess Program for Faculties of UPID, Noida on 23rd April 2024.
8. Visited JSS, Noida on 23rd April 2024 to Meeting with TPO regarding Candidate Mobilization for Upcoming Job fairs and Digisaksham Training Program at MCC NICS, Noida.
9. Visited S. K. Bajaj & Co. (C & A), Noida on 29th April 2024 to meet with HR to understand the requirements of Job Opportunities for Jobseekers.
10. Visited Navarna Bharat Private Limited, Noida on 30h April 2024 to meet with CEO to understand the requirements of Job Opportunities for Jobseekers.



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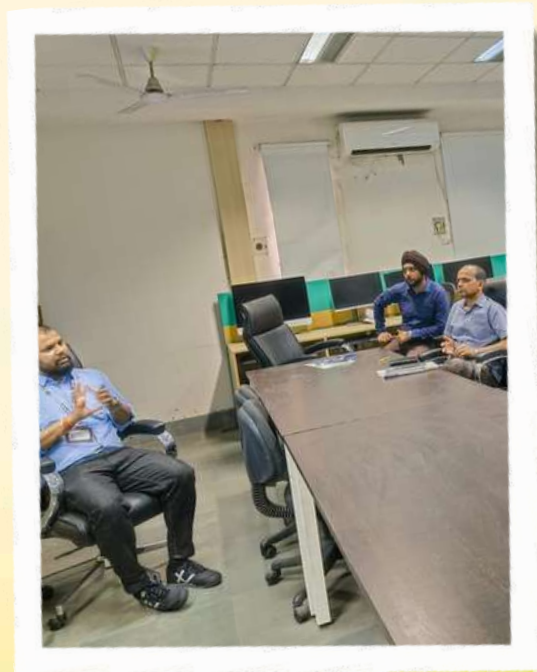


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Glimpses of Outreach Activities



Upcoming Events in May, 2024

S. No	Programme Name	Dates	Duration	Venue
1	Two Weeks Online Training Programme in the relevant field of duties & responsibilities of the Promotional Post to DDE.	06th May-17th May 2024	12	Online
2	Orientation programme on Schemes of National Career Service in collaboration with VVG NLI.	7th May 2024	1	VVG NLI, Noida
3	NCS Portal Awareness Program & Career Advisory Session.	07th May 2024	1	HBS, Noida
4	Felicitation of Career Talk subject matter experts of FY 23-24.	09th May 2024	1	NICS Noida
5	Outreach activity with HR Head of NIIT Foundation.	09th May 2024	1	NIIT, Noida
6	Workshop on Employer registration & Job Fair participation for Employers.	10th May 2024	1	NICS, Noida



Upcoming Events in May, 2024

S. No	Programme Name	Dates	Duration	Venue
7	Two Weeks Online Training Programme in the relevant field of duties & responsibilities of the Promotional Post to JDE.	13th-24th May 2024	12	Online
8	Orientation programme for college students on the usage of NCS Portal.	14th May 2024	1	IPEC, Ghaziabad
9	Workshop on NCS Portal & Job Fair Management for Employers.	17th May 2024	1	NICS Noida
10	Career Guidance Session and NCS Portal Awareness Program for Jobseekers.	17th May 2024	1	NICS Noida
11	Seminar on NCS Portal & Employability Training.	21st May 2024	1	MMH, Ghaziabad
12	Group Guidance Session & Orientation on NCS Portal.	28th May 2024	1	MGMCEOT
13	Workshop on NCS Portal for HRs of different Companies.	31st May 2024	1	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)	266

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 788 followers were recorded on the Instagram Handle  114 Followers were recorded on the Facebook Handle  101 followers were recorded on Twitter  211 subscribers were recorded on YouTube channel

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