TOT/TOA announcement for the job role Assistant Electrician Level 3 (Trainer/Assessor) program scheduled at Scholar’s Institute of Technology & Management, Garoghuli, GOG, Garchuk, Guwahati-781035 (Assam) **from 05 Sep 2018 to 15 Sep 2018**and share the nomination of eligible candidatesas per attached nomination format alongwith candidate's experience certificate for our shortlisting & confirmation.

**Note** :   Apart from submitting nominations as per attached nomination format, upload the data of  nominated candidates on **"Takshashila Portal" also.**

This is to inform you that CSDCI has planned to conduct a round of **Training of Trainer/Assessor**program at below mentioned venue from **05 Sep 2018** **to 15 Sep 2018**:

|  |  |
| --- | --- |
| **Assistant Electrician Level 3** | **Brief Job Description**: Assistant Electrician will be assisting level-4 electrician or superior in electrical work for the installation, repair, and maintenance of temporary LV electrical connections at the construction sites and permanent connections at residential and commercial buildings. The individual will be engaged in laying conduits for LV single phase wiring with appropriate selection and use of hand and power tools efficiently. |
| **Common Domain & Platform Trainer/Assessor** | 4 days domain (32 hrs min), 4 days Platform Skill Training (32 hrs min), 9th day Domain Assessment by CSDCI certified assessor & 10th day Platform Assessment by CSDCI certified assessor.  (QP for Assistant Electrician, Trainer & Assessor is attached herewith) NSQF Level 3 & 5. |
| **Program Schedule** | **05-Sep-2018 to 15-Sep-2018** |
| **Venue** | **Scholar’s Institute of Technology & Management, Garoghuli, GOG, Garchuk, Guwahati-781035 (Assam)** |

**Please nominate your participant(s) as per the attached nomination format at the earliest.**

a)      The participants must carry below mentioned items with them for training purpose:

·         Laptop (to study and prepare for different exercises), geometry box, calculator. Print-out of attached QP- Assistant Electrician, Trainer & Assessor (as per their nomination choice), Sponsoring/Parent organization’s issued identity card/letter.

b)       The participants must carry below mentioned documents (Original & Soft Copy) with them for registration purpose:

 ·        ID proof - Driving license/PAN CARD/Voter Id.

·         **Mandatory**: Aadhar Card (original & photocopy).

·         Two passport sized colored photographs.

·         Highest educational qualification certificate (photocopy).

·         Experience Certificates (original & photocopy).

c)   All the documents/certificates handed over by the candidates will be checked at the Training Centre on the 1st day of commencement of the training during registration process.  Those candidates who are found lacking of qualification and experience criteria will not be allowed to attend the training of trainer program.

d)      **The following fees is to be submitted in advance**:

A)       TOT/TOA fee structure which is to be paid by the TPs/ABs towards the fee of candidates is as below:

i)       TOT/TOA program (10 days)                                           -    Rs 11,000/-

          ii)       Lateral Entry (Platform Skill) (Trainer) (4+1 day)\*      -    Rs   7,000/-

\*Lateral entry means direct enrolment in platform skills training. Later entry is applicable for only

those having a valid domain certification (with minimum 80% score) on the relevant skills.

The amount must be NEFT deposited in the below mentioned account in advance:

|  |  |
| --- | --- |
| **Company Name** | Construction Skill Development Council of India |
| **Bank Name** | Oriental Bank of Commerce |
| **Branch** | Green Park, New Delhi |
| **Account No.** | 52011131002224 |
| **IFSC Code** | ORBC0101703 (5th character is zero) |

B)       Boarding and lodging cost & the point of contact from the venue-Guwahati is provided below:

|  |  |  |
| --- | --- | --- |
| **NAME** | **CONTACT** | **EMAIL** |
| Mr Nirupam Choudhury | 9707281031/8011305550 | [nc8011305550@gmail.com](mailto:nc8011305550@gmail.com) |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S No. | Accommodation | Per day/ Person | Daily Transportation | Total cost per day per person |
| 1 | Bunker bed (Dormitory) Common Bathroom (Campus) | 800 | Nil | 800 |
| 2 | Non AC Room Two bedded | 950 | Nil | 950 |
| 3 | Pick Up Cost | 300/person | | 300 |
| 4 | Drop Cost | 300/person | | 300 |

Kindly inform three days in advance about your choice to Mr Nirupam Choudhury for smooth arrangement facilities.

**Please deposit the boarding & lodging charges directly to Chairman/Director Scholar’s Institute of Technology & Management by NEFT/DD. Below are the account details:**

Account details Bank Name**- Punjab National Bank**

Ac/No - 0189000100211650

IFSC Code : PUNB0018900, MICR Code – 781024002

Branch Code - 018900

Branch: Branch Fancy Bazar, H.B. Road, Near Sani Mandir,

Guwahati, Pin Code - 781001

**Please provide the transaction details for the confirmation of the amount transferred by an email to the respective organizations.**

**Note** :

a)       It is a sincere request to conduct a round of in-house training by the organization on QP-NoS for their participants before sending them for this program*.* It will ensure better understanding and performance of the participants*.*

**b)       There shall be a monetary penalization in case the participants are found absent, late or irregular during the conduct of the training programme***.***Only after pre approvals from the council should such exceptional cases be allowed to attend the training***.*

**c)        NO LATE ARRIVALS AND ABSENTEE PERMITTED WITHOUT PRIOR PERMISSION IN WRITING HAS BEEN OBTAINED***.*

d)  Candidates having Domain Qualification of the Job role of same level or above may join directly for Platform Skill.

All the organizations willing to participate in this special project may avail this opportunity and nominate their **eligible candidates** to be certified through this program and ***become Trainer/Assessor accordingly****.*

It is a kind request that the participant(s) must reach the venue **by 8:00 am on 05 Sep 2018 morning** to avoid last minute issues.

Below mentioned is the Trainer/Assessor selection criteria. It is requested to screen and orient the candidates prior to sending them for the training event.

**Trainer**

|  |  |
| --- | --- |
| **PARTICULARS** | **Details** |
| **Minimum educational qualification with experience** | a) ITI/12th in Electrical related trades with minimum 4 years of relevant industry/site experience OR  b) Diploma in Electrical with minimum 2 years of relevant industry/site experience OR  c) BE/BTECH/ME/MTECH in Electrical engg. with minimum 1 years of relevant industry/site experience.  d)   **Training experience**: Less than 500 hours of training experience in skill ecosystem.  (i.e. skill training across NSDC training partners, SSC affiliated Training  partners, State Skill Development Mission, Government/Corporate Institutions and  NCVT/ SCVT training). |

**Assessor**

|  |  |
| --- | --- |
| **PARTICULARS** | **Details** |
| **Minimum educational qualification with experience** | a)  ITI/12th in Electrical related trades with minimum 5 years of relevant Industry/Site experience OR  b)   Diploma in Electrical with minimum 4 years of relevant Industry/Site experience OR  c) BE/BTECH/ME/MTECH in Electrical engg. with minimum 2 Years of relevant Industry/Site experience.  d)   **Assessment experience**:   An assessor with less than 5 batches/ less than 100  Student’s assessment experience in skill eco-system. (Third party assessments for  skill training across NSDC training partners, SSC affiliated Training partners and  State Skill Development Mission skill training). |

This residential program will have a 4 days domain (32 hrs min), 4 days Platform Skill Training (32 hrs min), 9th day Domain Assessment by CSDCI certified assessor & 10th day Platform Assessment by CSDCI certified assessor.

**Pass Percentage**

**Domain Skill** - To pass the Qualification Pack, every trainee should score a minimum of 50% individually in each NOS and aggregate is 80% which will be conducted by Industry/SSC Experts.

**Platform Skill** - To pass the Qualification Pack, a trainee should score a minimum of 80% in each NOS.

Please acknowledge the receipt of this email. Please call me for any clarifications.