

EMPLOYABILITY SKILLS TRAINING PROGRAM

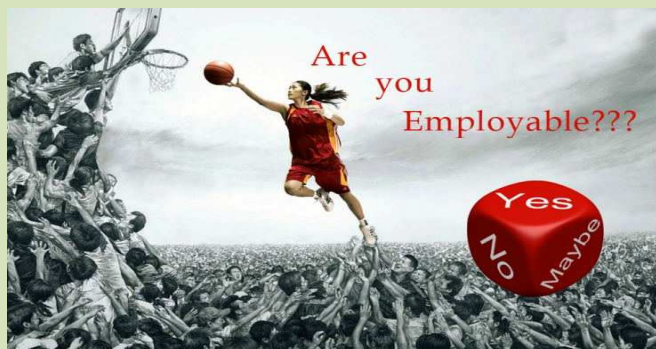


UNIVERSITY COUNSELING & GUIDANCE CENTRE,
JAMIA MILLIA ISLAMIA

in association with



YOUTH EMPOWERMENT SERVICES, YES



It requires much more than a degree to find a place in this competitive and globalized job market. Learn with us, what it takes to be employable, marketable and successful.

Employability Skills Training Program

Program Details:

Duration: 15 Days

Timings: 9:30 to 11:30 pm (5 days a week)

Venue: Committee Room. Nehru Guest House, JMI.

No. of Seats: 50

Registration:

Eligibility: Students of Jamia Millia Islamia.

Process: Interested students need to register through:

- Visiting in person at University Counseling & Guidance Centre, 1st Floor, Old SRK Hostel Building, Jamia Millia Islamia.
- Through a request e-mail at ucgcjmi@gmail.com or info@yes.org.n including the following details:
 - Subject: Employability Skills Training Program
 - Name
 - Father's Name
 - Age & Gender
 - Course of Study (including year)
 - Address

Selection:

In first batch preference shall be given to the students those who are in final year of their courses. Rest would be enrolled for the second batch.

Note: Students who have appeared in their final year examinations this year can also apply.

List of selected students would be displayed at University Counseling & Guidance Centre, Jamia Millia Islamia and also be uploaded on the JMI website.

Important Dates:

Registration dates: 5th to 12th May'11

Announcement of selected Candidates: 13th May'11

Commencement of Course: 16th May '11

For Inquires & other details:

Call: 011-26983382 / 65153554

E-mail: ucgcjmi@gmail.com / info@yes.org.in

Back Ground

In the global context each year, India produces almost twice the number of professionals produced by the US and a little less than twice of all that Europe produces. It is great to note that India has one of the world's largest most qualified pools of manpower. However, when we look at the employability, we are far behind.

In the Indian context, look at the number of students that gets passed out every year from universities and colleges. Few of them find jobs, rest remains idle struggling or waiting for an interview call after registering at the employment exchanges and placement agencies. Few of them settle by getting a job that is much lower or is not directly related to their area of specialization.

What are Employability Skills

Employability skills are those basic skills necessary for finding employment, and doing well on a job.

Employability skills refer to specific skills essential for employment. These are the critical tools and traits required to perform tasks at workplace. These skills are much sought after these days by employers.

The needs of employability skills differ from country to country and from sector to sector and from time to time. However, certain qualities such as communication skills, interpersonal skills, integrity, right attitude, problem solving, decision making and team building skills can be taken as a few common skills of employability.

Why we need Employability Skills?

All businesses cry for employability skills as these enable their growth and competitiveness. These skills are essential for all employers cutting across all industries. Besides, Indian youth began realizing that without these employable skills it is difficult to grab jobs. So, it becomes essential for them to take a step ahead and focus on developing their Employability Skills along with their academics.

Program Objectives

Employability Skills Training Program aims to develop non-technical skills and competencies that has always been an important part of effective and successful participation in the workplace.

This explicit program's primary focus would be on progression of competency based training of youth which develops the full range of transferable skills, attitudes and behaviour required for successful participation in the workplace.

The program shall be making students employable by honing their skills to meet the demands of today's world. Also, it will be helpful in enhancing performance of the students in the career and life.

Program Structure

After the intensive research and analysis of job market, following are identified as the Key Employability Skills:

- Verbal Communication Skills
- Written Communication Skills
- Analyzing
- Planning & Organization
- Teamwork
- Persuasion
- Interpersonal Skills
- Career Skills

Under each Key Skill, multiple aspects of Personality Development would be covered during the training.

The Complete Employability Skills Training Program is divided into 2 Levels. The registered students would initially be offered Level-1 course.

Level-1: Course duration is 15 days. It will include the Employability Skills Assessment of the students followed by the training on certain most important aspects of the above mentioned Key Skills.

Level-2: On successful completion of Level-1 course, students would be eligible to apply for the further 15 days of advance training.

Are You Employable?

It's an important question that you can't afford to disregard. Even if you've never considered it, you need to, because if nothing else, your prospective employer has.

How do you rate yourself on the following?

Face to Face Communication



Written Communication

Planning & Organization



Problem Solving



Teamwork



Positive Attitude



Self Confidence



Leadership



Program Partners

University Counseling & Guidance Centre, JMI

UCGC aims to develop personality of the students, to help them achieve their fullest potential in academic and professional areas, to excel in life and to prepare them to meet the challenges in the future. Wide range of services is provided to assist students in acquiring and developing positive attitudes, insight and understanding self and surrounding environment.

"It has always being the endeavor of UCGC to provide the students of university best guidance & counseling to strengthen their capabilities. Also, provide them training on necessary skills required to succeed in career and life. Accordingly, in the coming summer vacations, May-June 2011, we are organizing Employability Skills Training Program."

Prof. Waheeda Khan
Hony. Director, UCGC, Jamia Millia Islamia.

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E-mail: ucgc.jmi@gmail.com

Old SRK Hostel Building, Jmia Millia Islamia, N. Delhi.

Youth Empowerment Services:

YES, Youth Empowerment Services is a developmental and mentoring program. It offers Youth opportunities for growth and change, minimizing shortcomings and maximizing potentials. YES helps build both character and career.

"Companies today need candidates who not only possess the Technical skills but are ready to start work from day one, This means that students will need to work on their skills and be industry ready. Just going to college & obtaining degrees is evidently not enough".

Salman Jafri
Program Director, YES & MD, New Millennium Ltd.

Phone No.: 011-65153554

E-mail: info@yes.org.in

YES, Street 5, Ghaffar Manzil, Jamia Nagar, N.Delhi.