West Bengal SC, ST & OBC Development and Finance Corporation

GENERAL GUIDELINES FOR THE CANDIDATES APPLYING FOR SKILL DEVELOPMENT TRAINING

BCW and Tribal Development Departments through WB SC, ST & OBC Dev & Finance Corporation have regularly been conducting skill training in various trades / occupations for self-employment of the youths of target group communities.

Skill Training is conducted in compliance with NSQF norms and Common Norm Notification of Ministry of Skill & Entrepreneurship. Skill Training programme in different occupations are provided thorough selected Service Providers who are either partners of NSDC or affiliated to different Sector Skill Council. For every occupation/trade under Skill Development Programme, assessment and certification is conducted by the concerned Sector Skill Council (SSC) under National Skill Development Council (NSDC) of the Ministry.

Trades / occupations are chosen on the basis of potential of job / self-employment and commitment from industry, Business house, and service providers. Presently, training is being conducted in various occupations under Garments, Beauty & Wellness, Allied Health, Telecom, Electronics, Banking & Financial Institutions, Automotives, Hospitality, Security services, Retail, IT & ITes, Electronics & Electrical etc. sectors.

How to Apply:

Advertisement is published in employment related magazine / periodicals like *Karmakshetra*, *Karmasangshan* etc. every year seeking online application through the portal of the Corporation- https://wbscstcorp.gov.in. In case of any problem, candidates may seek help of help line provided in the advertisement for registering their names. An acknowledgement is automatically generated on successful submission of application.

Selection of Candidate:

Candidates who have registered their names online and found eligible as per the eligibility criteria are called for interview at a convenient location. Venue, date and time of interview is informed to the eligible applicants over phone/e-mail/SMS. Selection is made by a Committee constituted with the representatives of WB SC, ST& OBC Dev. & Fin. Corporation and the concerned Service Provider.

Candidate is required to bring copy of computer generated acknowledgement slip, duly signed by their parent/guardian and himself / herself and also the photocopy of the following documents on the date of interview:

1. Age proof document (Birth Certificate or Admit Card);
2. Caste Certificate issued by competent authority;
3. Proof of Educational Qualification
4. Residential proof (Voter's ID/Ration Card/ Aadhar Card)
5. Family Income Certificate
6. Recent passport size photo (3 copies)

N. B. –Originals of the above documents have to be shown in the interview.

Training:

After selection is completed, the selected candidates are informed of the, training location, date, time of commencement of training classes.
Attendance is maintained through bio-metric means. Candidates are required to attend at least 90% of the classes during the training session.

Evaluation & Certification:

Assessment / evaluation is done through empanelled assessing bodies under the respective Sector Skill Council (SSC) after completion of training classes. After the assessment, successful candidates get SSC certificate issued by Ministry of Skill & Entrepreneur. In respect of some training programmes, Industry certification is also done and provided to the successful trainees.

Employment Opportunities:

Necessary placement support for job-employment/ self -employment is provided by the concerned Service Provider who conducts the training programme.

Inquiry: Candidates may get assistance of Helpline in respect of the trade he/she is going to apply /has already applied for. For further information, if any, they may visit the office of District Manager of the concerned District under WB SC, ST & OBC Development & Finance Corporation or Head Office of the Corporation located at Mangalik, CF-217/A/1, Sector-II, Salt Lake, Bidhannagar, Kolkata-700064.

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