

Registration open for FREE Course for SC/ST/EWS (Woman) of Udham Singh Nagar District

| | |
|--|---|
| Course Name | Certified Computer Application Accounting and Publishing Assistant |
| NSQF Level | Level 3 |
| Target Group | Only for SC/ST and EWS (Woman) Youth of Udham Singh Nagar District |
| Project/Scheme & Sponsoring Ministry | “Skill Development of youths in Aspirational Districts in area of IECT leading to enhancement in Employability” sponsored by: Ministry of Electronics & Information Technology, Government of India |
| Duration (in Hrs) | 360 (Theory: 120 Hrs, Practical: 180 Hrs, OJT: 30 Hrs, ES: 30 Hrs) |
| Eligibility | 10th Pass or 8th Class Pass and pursuing continuous regular schooling or 8th Class Pass + 2 Years ITI in relevant field or 8th Class Pass + 1 Year of Experience in relevant field Or NSQF Level 2 with 1 Year of Experience in relevant field |
| Fee | NIL |
| Batch Size | 30 [SC: 12, ST: 12, EWS: 6 (Woman)] |
| Course Contents | <ul style="list-style-type: none"> ~ Computer fundamental and office automation software ~ Concepts of Financial Accounting ~ Preparation of Account Books using Accounting Packages ~ Concept of Desktop Publishing Software’s ~ Project/OJT ~ Employability Skill |
| Job Prospects/Job Roles | Office Assistant, Technical Assistant, Account Assistant, Desktop Publisher |
| Course Start Date | 21-Mar-2023(tentative) |
| Last Date for Submitting Application | Extended upto 13-Mar-2023 |
| Application Form Download Link | https://nielit.gov.in/haridwar/content/asp-districts |
| Documents Required (Self-attested copies) | <ul style="list-style-type: none"> ~ Qualifying Certificate ~ Caste Certificate - <i>for SC/ST candidates</i> OR ~ EWS Certificate - <i>for EWS(Woman) candidates</i> ~ ID Proof ~ Address Proof (in support of domicile of Haridwar District), any one out of following: <ul style="list-style-type: none"> Voter-ID Card/Ration Card/Aadhaar Card Electricity/Water/Landline Telephone Bill Job card issued by MGNREGA Passbook of Public Sector Bank Letter issued by Gazetted officer with duly attested photographs Driving License issued by Haridwar RTO Property of Municipal tax receipt, Proof of Gas Connection Residential/Caste Certificate issued by District authorities OR Domicile certificate. |
| Filled application forms to be sent/submitted to | Nodal Officer (Aspirational District Project) NIELIT HARIDWAR 2 nd Floor, Government Polytechnic Building, Plot No. 6C, Sector- 11, SIDCUL, Haridwar, Uttarakhand- 249403 |
| Project Head | Shri Akhilesh Shukla, Email: akhilesh.shukla@nielit.gov.in |
| Programme Coordinator | Shri Nikhil Ranjan, Email: prj.haridwar@nielit.gov.in |
| Nodal Officer | Shri Sanyam Rathor, Email: sanyam.rathor@nielit.gov.in |
| Phone Nos. for enquiry | 01334-235617,235054, 9368349990 (WhatsApp) |