

D5/1141/10/HRD

Date 18/6/2010

From

The Director

To

The Head of Institutions under IHRD

Sir,

Sub:- IHRD – Establishment of Skilled Development Centres – reg:-

Government of Kerala, to exploit self employment opportunities have decided to train 1,00,000 unemployed youths in the field of skilled / semi skilled areas. Being an educational agency under State Government, IHRD have to take up the task by providing training to 25,000 persons through its institutions established all over the state. Taking in its true spirit, I request you to provide facilities for a Skill Development Centre at that institute by utilizing the existing infrastructure facilities. Services of existing technicians can be used for the smooth conduct of training. Skilled technical trainers can also be engaged as guest if found necessary after obtaining prior sanction from the Director. For the purpose each institute should identify at least 4 areas of training that can be conducted with an intake of 25No.s per batch(3 months training). The areas of training can be selected from the attached list or can be prepared by the institution itself. A total of 300 persons should be trained during 2010-11 by collecting a training fee of Rs.900/- and a registration fee of Rs.50/-. The courses should be conducted

without affecting the normal functioning of the institute, that is during out of office hours, Saturdays and Sundays. Remuneration for engaging out side office hours can also be released as per the prevailing norms of IHRD.

Since it has been decided to commence the first batch of training by 1<sup>st</sup> week of July 2010, you are requested to forward the areas that can be made available (ie, 75% practical & 25% Theory) in that centre for training with in a week positively. The name of staff member who is assigned with the charge of the training programme should also be communicated along with. Treat this as most urgent.

**Yours faithfully**

**sd/-**

**DIRECTOR**

Employment Opportunity For 60,000 Youth  
During 2010-11

**SKILL DEVELOPMENT**  
**&**  
**EMPLOYMENT SCHEME**  
**2010-11**

(Priority for Women, tribal, SC/ST, Muslims/OBC/OEC, financially backward classes etc)

*Joint Venture of*

**IHRD**  
**&**  
**Vocational Higher Secondary Education Dept.**  
**KERALA**

## Implementation of the Project through out Kerala

IHRD Centres : 80 Nos.

VHSE Centres : 120 Nos.

### 200 Centres

all over Kerala

Trainees/Centre : 300 Nos.

Training programme/Centre : 4

*Suitable programme (course) may be selected according to the requirement of manpower and availability of equipment opportunity at that place.*

## Suggested Training Sectors

No	Name of course	Category	Minimum Qualification	Duration	Fees
1	Maintenance of Medical/Laboratory Equipments	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
2	Repairing of Electronic Equipments	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
3	Electrical Repairing	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
4	Plumbing-repairing work (with Industry Support)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
5	Maintenance of AC, Geezer, Auto clave (with Industry support)	Skilled	ITI/VHSC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
6	Computer Networking (Wired & Wireless LAN Installation)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
7	Server Installation , Networking, Equipment& Software Installation Maintenance (Exposure in Windows/open software )	Skilled	ITI/VHSC (Computer)	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-

8	Front Office Management(Office automation, Internet, Data entry, Soft skill)	Semi-Skilled	Degree	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
9	Data Entry Training(Data entry, equipment operation, installation maintenance)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
10	Tourism-Trained Drivers(Soft skill, IT exposure, experience in Latest vehicle) (support from KTDC)	Skilled	SSLC Driving License (4 wheeler)	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
11	Soft Skill-Foreign Language (Chinese, Japanese, Arabic, English (US/Britain), French)	Semi-Skilled	Degree/Diploma	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
12	Soft Skill- Regional Language (Hindi, Tamil, Telugu, Kannada)	Semi-Skilled	Degree/Diploma ITI	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
13	Mechatronics(Industrial Support)	Semi-Skilled	Diploma/ITI	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
14	Domestic Equipment Maintenance (Industrial Support)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
15	Laboratory Equipment Assembling & Maintenance (IHRD)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
16	Optical Splicing (Industrial Support)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
17	Fire & Safety (Industrial Support)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
18	Industrial/House cleaning (Industrial Support)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-
19	X-ray Welding (Industrial Support)	Semi-Skilled	SSLC	75 Hrs.(8 Hrs./Week) Spread over a period of 3 months	Reg. fee:50/- Tuition fee:-900/-

Note:- Similar training programmes are available at the website

[www.dget.nic.in/mes/index.htm](http://www.dget.nic.in/mes/index.htm)