OFFICE MEMORANDUM

Subject:- Standard Operating Procedure (SOP) for Short Term Training by Academic and Industry Institutions under Pradhan Mantri Kaushal Vikas Yojana (PMKVY) 2016-2020 (Pilot Phase)-reg.

The undersigned is directed to enclose herewith the copy of the Standard Operating Procedure (SOP) for Short Term Training by Academic and Industry Institutions under Pradhan Mantri Kaushal Vikas Yojana (PMKVY) 2016-2020 as approved by the competent authority (MSDE). The enclosed SOP is approved for a maximum of 25,000 trainings in the pilot phase and thereafter outcome can be reviewed for improvement. In this regard, NSDC is requested to do the needful.

Encl: As above (SOP)

Sanjeev Kumar

(Sanjeev Kumar)
Deputy Director, MSDE
Tel No: 011-23450860
Email:sanjeev.kumar78@nic.in

To,
CEO/ MD, NSDC
(Shri Manish Kumar)
Aerocity, New Delhi - 110037

Copy to:

1. PS to Hon'ble Minister, MSDE
2. PS to Hon'ble Minister of State, MSDE
3. PS to Secretary, MSDE
4. PS to JS (SD), MSDE
5. PMKVY Team, NSDC

Standard Operating Procedure (SOP) for
Short Term Training by Academic and Industry Institutions
Under
Pradhan Mantri Kaushal Vikas Yojana (PMKVY)
(2016 – 2020)

(Pilot Phase)

Table of Contents

1. Background

Currently, only a very small proportion of India's workforce has formal skill training of any kind. Not surprisingly, several sectors of the country's economy face shortage of skilled people and are mired with low productivity due to poor quality of workforce. At the same time, large sections of the country's youth are looking for economic and livelihood opportunities. In this context, skill development has become a key priority area for the country. This is not only essential for economic development but would also help to fulfill youth aspirations for good quality, better paid jobs and self-employment opportunities. This would also enable the country to take advantage of its favourable demographic profile. With a large pool of skilled people, India has an opportunity to become a skill provider for the world, particularly the ageing developed world.

Pradhan Mantri Kaushal Vikas Yojana 2016-2020 is the flagship scheme of the Ministry of Skill Development and Entrepreneurships (hereafter referred to as MSDE). It was launched in the year 2016 with an outlay of Rs 12000 crore to train 1 crore youth of the country. PMKVY Scheme is being implemented by state governments along with the central government through two components – CSSM and CSCM. A target of 20.5 lakh is allocated to states under the CSSM component wherein the SSDMs are responsible for the formation of institutional capacities at state/ local level and working as the implementing agency in entire scheme. Under the CSCM component, the target of 79.5 lakh candidates has been assigned to NSDC. The Scheme shall be aligned to the Common Norms approved by the Common Norms Committee and notified by MSDE. It will ensure an equitable spread of opportunities in Skill Training, benefitting youth across the country. This will boost the productivity of the country's workforce by enabling them to acquire high quality skill training across a range of sectors. The scheme also seeks to significantly scale up skill training activities at a faster pace without compromising on quality.

Systems, comprising of National Skill Development Corporation (NSDC), Sector Skill Councils (SSCs), Assessment Agencies (AAs), and Training Providers (TPs) are already in place for implementation of the Scheme.

The next major step in the Scheme is the inclusion of Best-in-Class Institutions to provide vocational course certification program.

2. Objectives

The objective of inclusion of Best-in-Class institutions in PMKVY is multi-faceted. This approach will enable delivery of quality training through these institutions with flexibility in terms of pedagogy, operations, and compliance. The present ecosystem of PMKVY is robust with developments made in modules related to the training lifecycle and disbursement such as SDMS, DBT, PFMS, AEBAS, Insurance, and curriculum. Top institutions could therefore, leverage these systems to provide quality training.

The inclusion of top class institutions would also provide more stability and efficiency to the skill ecosystem. The scheme's latest development also needs to be aligned to complement all other Missions of the Government, such as – Make in India, Digital India, Swachh Bharat, and Smart Cities.

3. Advantages to Stakeholders

The selected Institutions would have the opportunity to participate and contribute in the Skill India Mission and fulfill social responsibility. They can utilize their existing infrastructure for the larger cause of Skill Development. Institutes now have better outreach to local communities/Bottom-of-Pyramid population through the PMKVY Scheme. Along with this, selected institutions will also find more opportunities to venture into vocational education and diversify their role in academics and skill development.

The candidates would have the opportunity to be associated with reputed institutions, with

access to latest pedagogy and best-in-class infrastructure. The enrolled candidates can get subsidized training, resulting in better livelihood for them.

Through this mode of participation of academic institutes, the skill ecosystem will be equipped with best practices and efficient models for the skill ecosystem

4. Target Beneficiaries

The target beneficiaries are in line with the overall PMKVY guidelines and the objectives stated earlier. This Scheme is applicable to any candidate of Indian nationality who:

- Is an unemployed youth or, school/college dropout,
- Possesses an Aadhaar card and a bank account
- Has a verifiable alternate ID such as PAN or Voter ID (applicable only for the states of North-East region and J&K –additional IDs may be added from time to time)
- Any other criteria, as defined by the SSCs for the respective job roles

Apart from the scholarship mode where the college students stand to gain employability due to access to a high-end course, college students should not be allowed or enrolled under PMKVY as the Scheme focuses on school/college dropouts. Additionally, in case of corporates or factory premises, candidates cannot be their own employees or daily wagers.

The candidate should possess an Aadhaar card (for candidates from Aadhaar mandatory regions) and a bank account. Candidates belonging to states of North-East region and J&K must possess a verifiable alternate ID, such as PAN or Voter ID (*additional IDs may be added from time to time*).

5. Targeted Institutions

Top Academic Institutes (as per NAAC/NIRF rating/any other government regulations) would be requested to participate in PMKVY 2016-20 and will be invited to participate through an

Expression of Interest (EOI). The institutes with best-in-class infrastructure, expertise in pedagogy, and other expertise may also be given preference for EOI. High class skill universities and training institutes operated or endorsed may also be considered for this initiative. During the initial phase, some institutions may be considered without EOI, on a pilot basis.

6. Centre Accreditation and Affiliation

All the selected institutions will be required to register themselves on SMART Portal to get "Deemed Ready" status. Largely, the selected institutions will need a self-accreditation process only. This process could be referred to in the latest guidelines for Accreditation, Affiliation & Continuous Monitoring of Training Centres for the Skills Ecosystem at https://smart.nsdcindia.org/.

7. Eligible Job Roles

Academic Institutes can train candidates in job roles which are aligned to the National Skills Qualifications Framework (NSQF). If a job role is not aligned to NSQF, the same can be aligned in consultation with the respective SSC and NSDC. NSDC and SSCs may be contacted for this process. Job roles with higher levels (more than level 5) as per NSQF would be preferred, especially in the scholarship mode. A list of NSDF aligned job roles is also attached as an annexure. Further details of these job roles can be found at: https://www.nsdcindia.org/nos
The list of job roles will be expended in tune with market requirements, feedback from Institutions & Sector Skill Councils post successful implementation of pilot projects. Also annexed are the current lists of job roles which will be deployed on pilot basis. Any other job roles received as part of the feedback mechanism will also be considered to be included for this project.

8. Training Target Allocation

Targets will be assigned to the selected institutions in response to the EOI sent by them. The allocation of targets in different job roles would be as per the Project Proposal submitted by the institutes. Target allocation to academic institutes would be preferred as per the geographical location of the institutes, its rating as per government regulations/standards, and other relevant parameters, as approved by the Steering Committee from time to time. However, there may be relaxations for special areas. The skill gap findings at the State and District levels may be given due weightage while allocating the targets. The methodology for allocation may change, depending upon the Scheme requirements.

9. Project Application Format

Institutes can apply for targets and training as per this SOP in the format of Project Application which is given in the Annexure, under Project Application Format.

10. Skill Development Management System (SDMS) and Registration of Academic Institutes on SDMS

For registration, the training providers/institutions that are allocated targets will need to update their details on SDMS (Skill Development Management System). SDMS is an integrated system capturing all information of training lifecycle of a candidate.

11. Mobilization

Selected institutes shall conduct various outreach campaigns across the districts in which they are located. The out-reach campaign may comprise a combination of door-to-door visits, mobile vans, and interaction with community-based groups and local leadership. All outreach

efforts are to target school and undergraduate college drop-outs and other candidates. The institutes can also engage/partner with mobilization agencies/NGOs/civil society organizations etc. for the purpose of mobilization.

12. Enrollments, Training, and Assessment

All eligible candidates are to be enrolled in Skill Development Management System (SDMS) by their respective institutes. It is mandatory for the candidates from Aadhaar mandatory regions to have an Aadhaar ID during the enrollment process. Candidates from the states of North-East region and J&K can be enrolled with verifiable Alternate IDs such as PAN Card and Voter ID- *Additional IDs may be added from time to time.*

Training would be imparted as per National Skill Qualification Framework (NSQF) in the job roles proposed by the institutes and approved by NSDC. The institutes may collaborate with SSCs and NSDC for alignment on any non-NSQF aligned job role. The model curriculum and content for the respective Qualification Packs (QPs), developed by SSCs and approved by NSDC, may be used. In addition, the institution may develop their own curriculum and content as per their expertise in alignment with the NSQF aligned Qualification Pack. The training hours will be as per the Qualification File approved under NSQC. It is mandatory for the candidates to maintain 70% attendance to be eligible for assessment.

As per present process/system, assessment of candidates can be done by SSC (Sector Skills Councils). Institutes are encouraged to adhere to the Branding and Communication Guidelines during the training, as mentioned in the Branding and Communication Guidelines on PMKVY website.

13. Mentorship and Placements

Currently, the country is facing a shortage of skilled manpower. It faces a dual challenge – that of shortage of trained workforce as well as non-employability of large sections of youth who

possess little or no job skills. In order to bridge this gap, great emphasis will be placed on training and placing candidates as per the needs of the industry under PMKVY 2016-20.

Efforts in the skill landscape have been largely devoid of streamlined industry-employer linkages until the last few years. This has resulted in creation of skill gaps and requirement gaps among different stakeholders – in terms of needs of different sectors, competencies required by the employers, and the skills possessed by candidates. Consequently, placement of candidates has suffered. Thus, it is necessary to create an economic incentive for skilling, and for the industry to realize the productivity gains linked with skilled manpower.

Placement is a critical objective in the PMKVY Scheme and hence, institutes are encouraged to facilitate placement of trained candidates through placement linkages, on-board corporates, and other local connects. Training under PMKVY intends to develop and certify skills against industry standards. It is to be viewed as an opportunity to become employable, for either wage-employment or self-employment.

This has been incorporated in PMKVY by giving incentives to institutions for placing candidates.

The Scheme will be completely aligned to the Common Norms, as notified and amended from time to time. However, necessary changes in Common Norms or projects shall be approved by the PMKVY Steering Committee or a Committee nominated by the Steering Committee.

The selected institutions may choose to partner with placement agencies empanelled by NSDC for the purpose of placement. The institutions should also strive to provide placement opportunities to students that are getting trained under the scholarship mode.

14.Monitoring

Institutes would be an integral part of collaborative monitoring and evaluation of training, assessment, placement, and other parts of training. This is vital for the sustenance of quality training standards. The agreement between NSDC and the institutes would detail the areas of monitoring with respect to training quality, assessment, placement and others. To further

strengthen the monitoring mechanism, a suitable monitoring and evidence collection system would be deployed.

15.Grievance Redressal

An effective grievance redressal mechanism will be put in place. Helpline numbers will also be provided on the website.

16.Operational Modalities and Monetary Payouts

For each candidate enrolled under this mode, the institution will be provided with a flat scholarship amount. These payouts will be made to the institutions upon the completion of the training.

Scholarship rates will be as per the below table:

Job role duration (hours)	Flat rate per candidate (INR)
200 – 300	7,500
300 – 400	10,000
400 – 500	15,000
500+	20,000

For any cost more than the above payouts, institutes may request candidates to pay as the training fees. The agreement between NSDC and the institutes would detail the milestones and method of payments.

As part of the feedback and monitoring mechanism for the pilot projects, the limit to payout may be increased after evaluation of the pilot phase of the project.

17. Implementing Agency

The Scheme will be implemented by the National Skill Development Corporation (NSDC).

18. Steering Committee

Steering Committee for PMKVY, constituted by MSDE will approve the process manual, provide broad policy directions and periodically monitor the performance of the Scheme. The Committee will oversee dynamic fixation of targets for skilling, job role-wise training cost, activities related to awareness building and trainee mobilization, and mentorship support, among other things.

19. Executive Committee

The PMKVY Executive Committee will review and approve the proposals in accordance with the Common Norms and PMKVY Guidelines, recommend to Steering Committee for review and approval for proposals requiring deviations from Common Norms and/or PMKVY Guidelines and recommend to Steering Committee any policy or operational corrections for improvising the implementation of PMKVY. The composition of the PMKVY Executive Committee for approval of projects will be as follows:

Chairman	Joint Secretary, MSDE
Member 1 (Member Secretary)	CPO (GGM), NSDC
Member 2	Director, MSDE
Member 3	DY. Head, Monitoring & MIS, PMKVY – NSDC
Member 4	SSC Governance Heads, NSDC (on rotational basis)
Member 5	Dy. Head – Short Term Training, NSDC

Note: Under this SOP, a maximum of 25,000 trainings can be done during the pilot phase.

Annexure

Annexure: Project Application Format
(Indicative- Online tool to be developed for the same)

Proposal Code: (For Office use only)

Date of Submission:	
Proposed by:	
Applicant Institute Name:	

Applicant Institution Profile	
1. Institute Details	
1.1 Name of Institute	
1.2 Pan No.	
1.3 Tan No.	
1.4 Website URL	
1.5 Act under which registered	
1.6 Date of Incorporation	
1.7 State where registered	
1.8 Incorporation Certificate Number	
1.9 Type of business/activity (NIC)	
1.10 Address	
Address	
City/Districts	
State/UT	
PIN Code	
Email ID of Communication	
Office Landline Number	
Fax Number (with STD Code)	

Name of Campus/Center	State	District	Area (Sq. M or Sq. Km)	Annual Capacity (No. of Students)

2. Financial Details (3 years) (Non-mandatory)

Financial Year	Annual Turnover (INR)	Net worth	Name of the CA Firm	Name of CA	CA membership No.	IT Returns Filed	ITR Acknowledgement Number	Audit/Non-audit

3. Previous Training Experience Details for Degree Courses, if any

5.1 Summary of Closed/ Foreclosed/Ongoing projects related to Skilling [Only last 5 years projects from the date of application would be considered]

S. No	Type of Project	Sector/Branch	Total Trained	Total Placed	Name of Campus	FY

4. Previous Training Experience Details in Diploma Courses, if any

5.1 Summary of Closed/ Foreclosed/Ongoing projects related to Skilling [Only last 5 years projects from the date of application would be considered]

S. No	Type of Project	Sector/Branch	Total Trained	Total Placed	Name of Campus	FY

5. Previous Training Experience Details in Regulated Courses, if any

5.1 Summary of Closed/ Foreclosed/Ongoing projects related to Skilling [Only last 5 years projects from the date of application would be considered]

S. No	Type of Project	Sector/Branch	Total Trained	Total Placed	Name of Campus	FY

6. Previous Training Experience Details in Short Term Courses, if any

5.1 Summary of Closed/ Foreclosed/Ongoing projects related to Skilling [Only last 5 years projects from the date of application would be considered]

S. No	Type of Project	Sector/Branch	Total Trained	Total Placed	Name of Campus	FY

7. Proposed Training Target Details				
Campus	Sector	Job role (QP Code)	No. of Hours	Proposed Targets (Scholarship)

Document Checklist:

Document Checklist
Institute Pan Card
Institute Registration Certificate
Copy of IT Return for last 3 Financial Years

List of QP-NOS as on 30th July, 2018 (Updated on 25th July, 2018) - Curriculum Content Updated on 30th July, 2018

S.No	Sector	Name of the QP	QPRef.ID	NSQF Level	Educational Qualification	Theory (hours) for Compulsory NOSs	Practical(hours) for Compulsory NOSs	Total Hours for Compulsory NOSs	Part of PMKVY regular list
1	Power	Engineer –Power Distribution	PSS/Q7001	6	BE/B.Tech (Electrical)				Yes
2	Agriculture	Agriculture Extension Executive	AGR/Q7602	6	Graduate Passed (preferably in agriculture related stream)			130	-
3	Agriculture	Climate Change & Risk Mitigation Manager	AGR/Q6501	7	Graduate qualification in Environmental Science/Climate Change/Natural Resource Management/Agriculture			180	-
4	Agriculture	Farm Workshop/Service Manager	AGR/Q1110	6	B.Tech/ B.E / Graduate in Business Administration			150	-
5	Agriculture	Poultry farm manager	AGR/Q4303	7	Graduate degree in Agriculture with specialization in Poultry	95	145	240	-
6	Agriculture	Poultry shed designer	AGR/Q4304	6	Bachelors degree in Architecture			240	-
7	Apparel, Made-Ups & Home Furnishing	Boutique Manager	AMH/Q1910	7	VIII			600	-
8	Apparel, Made-Ups & Home Furnishing	Export Manager	AMH/Q1603	6	10+2 or equivalent			360	-
9	Apparel, Made-Ups & Home Furnishing	Factory Compliance Auditor	AMH/Q2201	6	10+2 or equivalent			360	-
10	Apparel, Made-Ups & Home Furnishing	Industrial Engineer (IE) Executive	AMH/Q2001	6	5th standard, preferably			360	-
11	Apparel, Made-Ups & Home Furnishing	Online Sample Designer	AMH/Q1215	7	Diploma/Degree in Textile/Fashion/Garment, Preferably			600	-
12	Apparel, Made-Ups & Home Furnishing	Sourcing Manager	AMH/Q0920	7	Preferbaly, Diploma/Degree in textile engineering			600	-
13	Automotive	Area Manager (Auto Components)	ASC/Q1702	7	B.Tech/ B.E / Graduate in Business Administration			500	-
14	Automotive	Area Service Manager	ASC/Q0603	6	Graduate degree/diploma in Automotive/ Mechanical Engineering			550	-
15	Automotive	Area Technical Lead	ASC/Q0601	6	B.Tech/ B.E. in any discipline			550	-
16	Automotive	Assembly Line Machine Setter	ASC/Q3603	6	Diploma in Mechanical Engineering/BSc			450	-
17	Automotive	Automation Specialist	ASC/Q6807	6	Diploma /B. Tech/ BE in Industrial / Electrical / Electronics Engineering			550	-
18	Automotive	Automotive Sales Lead (Retail)	ASC/Q1007	7	Undergraduate degree or diploma in business administration or ASDC Automotive Sales Lead (Retail) Level 7 certificate			500	-
19	Automotive	Automotive Service Technician Level 6	ASC/Q1404	6	Diploma in Mechanical/Automobile Engineering	347	603	950	-
20	Automotive	Body Shop In-Charge	ASC/Q1413	7	Graduate degree/ diploma in Automotive or Mechanical Engineering			550	-
21	Automotive	Casting Line In-Charge	ASC/Q3207	6	Diploma in Production/Foundry Engineering			450	-
22	Automotive	Commercial Manager (Zonal/ Regional)	ASC/Q0204	6	Graduate degree/ diploma in commerce or any other relevant stream.			450	-
23	Automotive	Computer Aided Engineering - Test Executive	ASC/Q5102	6	B.E/ B. Tech.(Mechanical /Automobile/ Electrical & Electronics/ Instrumentation)			500	-
24	Automotive	Customer Relationship Manager	ASC/Q1104	7	Undergraduate degree or diploma in any discipline			550	-
25	Automotive	Forging Shift -In -Charge	ASC/Q4503	6	Diploma in Mechanical Engineering			450	-
26	Automotive	Heat Treatment Shop-Metallurgist	ASC/Q3903	6	Diploma in Metallurgy/ Graduate in chemistry			450	-

27	Automotive	Home Installer/Home delivery Manager	ASC/Q1006	6	12th Class Undergraduate degree or diploma in any discipline (preferable in Automobile / Mechanical Egg.)			550	-
28	Automotive	Incharge Material Testing	ASC/Q6504	6	M. Tech/B. Tech/Dip. in Polymer/Chemical Technology			600	-
29	Automotive	Key Accounts Service Manager	ASC/Q0604	6	B.E/ B.Tech in any discipline or Graduate degree in Advertising/Marketing or graduate degree in any discipline			550	-
30	Automotive	Machine Setter / Master Technician	ASC/Q3506	6	Diploma in Mechanical Engineering			450	-
31	Automotive	Manager /Supervisor Manufacturing Quality	ASC/Q6306	7	B. Tech/Diploma in Mechanical/Electrical/Electronics Engineering			600	-
32	Automotive	Manager Customer Quality Level 6	ASC/Q6304	6	B. Tech/Diploma in Mechanical/Electrical/Electronics Engineering			600	-
33	Automotive	Manager Maintenance Mechanical & Electrical	ASC/Q6801	6	B. Tech/ BE in Industrial / Production / Mechanical Engineer			500	-
34	Automotive	Manager Process Engineering	ASC/Q6407	7	B. Tech/ BE in Industrial / Production / Mechanical Engg			600	-
35	Automotive	Manager Supplier Quality	ASC/Q6302	6	B. Tech/Diploma in Mechanical/Electrical/Electronics Engineering			600	-
36	Automotive	Manager Test Facility (R&D Infrastructure)	ASC/Q6503	6	B. Tech in Mechanical/Electrical/Electronics Engineering			600	-
37	Automotive	Manager Vendor Development	ASC/Q6203	6	B. Tech/Diploma in Mechanical/Electrical Electronics Engineering (Based on product type)			600	-
38	Automotive	Manager-PLM (Product Lifecycle Management)	ASC/Q6505	7	B.Tech in Computer/ Mechanical/Electronics Engineering			550	-
39	Automotive	Marketing and Social Media manager	ASC/Q1110	7	Undergraduate degree or diploma in any discipline			500	-
40	Automotive	Marketing Manager-LOB	ASC/Q0504	7	B.E/ B.Tech in any discipline			600	-
41	Automotive	Material Coordination Manager	ASC/Q6105	6	B. Tech/Diploma in Mechanical/Electrical/Electronics			600	-
42	Automotive	Modeller	ASC/Q8101	6	For Digital Data and Mock Up DET/ B.E/ B.Tech. in Automobile/ Mechanical/ Mechatronics Bachelor degree in fine arts and sculpturing			500	-
43	Automotive	Painting & Surface Treatment Shift- In Charge	ASC/Q3306	6	Diploma in Painting Technology/ Mechanical engineering			450	-
44	Automotive	PDI Incharge	ASC/Q1108	6	Diploma in Engineering or Graduate in any discipline			550	-
45	Automotive	Plastic Moulding Shift-In-Charge	ASC/Q4404	6	Diploma in Mechanical Engineering/Polymer Science or BSc in Chemistry			450	-
46	Automotive	Press Shop Line-In Charge	ASC/Q3405	6	Diploma in Mechanical Engineering			450	-
47	Automotive	Process Design Engineer	ASC/Q6404	6	B. Tech/ BE in Industrial / Production / Mechanical Engineer			550	-
48	Automotive	Product/Brand Manager	ASC/Q0503	6	B.E / B. Tech in any discipline or any other relevant field			500	-
49	Automotive	Product Conceptualization Engineer	ASC/Q5101	6	B.E/ B. Tech (Preferably automobile/ mechanical engineering)			550	-
50	Automotive	Product Conceptualization Manager	ASC/Q5103	7	B.E/ B. Tech (Preferably automobile/ mechanical/ electronics/ electrical engineering)			600	-
51	Automotive	Product Design Engineer	ASC/Q8102	6	B.E/ B. Tech (Preferably automobile/ mechanical engineering)			500	-
52	Automotive	Product Design Manager L7	ASC/Q8103	7	B.E/ B. Tech (Preferably automobile/ mechanical/ electrical/ electronic/ Mechatronics engineering)			600	-
53	Automotive	Prototyping Engineer	ASC/Q8301	6	B.E/ B Tech in Mechanical/ Automobile engineering			500	-

No.	Sector	Job Role	QP Code	Level	Eligibility				
54	Automotive	Prototyping Manager	ASC/Q8302	7	B.E/ B. Tech (Preferably automobile/ mechanical)			600	-
55	Automotive	Quality Controller	ASC/Q1605	6	ITI or diploma in mechanical /automobile/ electrical engineering			600	-
56	Automotive	Regional Dealer Development/ Network Expansion Manager	ASC/Q0301	6	B,E/ B.Tech in any discipline			450	-
57	Automotive	Regional Manager - Customer Care	ASC/Q0607	6	B.E/ B.Tech in any discipline or Graduate degree in Advertising/Marketing or graduate degree in any discipline			550	-
58	Automotive	Regional Parts Manager	ASC/Q0606	6	Graduate degree/diploma in automotive or mechanical engineering			550	-
59	Automotive	Regional Retail Finance & Insurance Manager	ASC/Q0401	6	B.E/ B.Tech in any discipline			500	-
60	Automotive	Regional Sales Development /CRM Manager	ASC/Q0202	6	Graduate degree/ diploma in business administration			450	-
61	Automotive	Regional Sales Manager	ASC/Q0103	7	B.E/ B.Tech in any discipline			500	-
62	Automotive	Regional Sales Manager (Used/ Pre-owned Vehicles)	ASC/Q0105	6	B.E/ B.Tech in any discipline			500	-
63	Automotive	Regional Service Marketing Manager	ASC/Q0701	6	Graduate in Marketing/ Advertising or B.B.A in Marketing/ Advertising or related field			550	-
64	Automotive	Regional Service Process Manager	ASC/Q0702	6	Graduate degree/ diploma in any discipline			600	-
65	Automotive	Sales consultant (Institutional Sales)	ASC/Q1002	6	Graduate degree/ diploma in any discipline			550	-
66	Automotive	Sales Consultant (Pre-owned Vehicles)	ASC/Q1003	6	Graduate degree/ diploma in any discipline			260	-
67	Automotive	Sales Lead (Pre-owned Vehicles)	ASC/Q1008	7	Undergraduate degree or diploma in business administration or ASDC Automotive Sales Lead (Retail) Level 7 certificate			550	-
68	Automotive	Sales Manager	ASC/Q1009	8	Undergraduate degree or diploma in business administration or ASDC Sales Manager Level 8 certificate			550	-
69	Automotive	Sales Training Manager	ASC/Q0201	6	Graduate degree/ diploma in Business Studies or Marketing			500	-
70	Automotive	Sales/Service Trainer (Dealer)	ASC/Q1109	6	Undergraduate degree or diploma in mechanical/ automobile engineering			550	-
71	Automotive	Service Advisor	ASC/Q1602	6	Graduate degree in any discipline			550	-
72	Automotive	Service Supervisor	ASC/Q1412	7	Diploma in Mechanical/Automobile Engineering			550	-
73	Automotive	Service Training Incharge Centre	ASC/Q0802	6	Diploma/degree or Equivalent in Business Administration, Industrial Management or any Graduate Degree			550	-
74	Automotive	Social Media & Digital Marketing Manager	ASC/Q0501	6	Graduate in Marketing/ Advertising or B.B.A in Marketing/ Advertising or related field			500	-
75	Automotive	Spare Parts Operations In-charge	ASC/Q1503	7	Graduate degree/ diploma in any discipline			450	-
76	Automotive	Testing Manager	ASC/Q8405	7	B.E/ B. Tech (Preferably automobile/ mechanical/ electronics/ electrical engineering)			600	-
77	Automotive	Warranty Incharge	ASC/Q1604	6	Graduate Degree/ Diploma in any discipline			550	-
78	Automotive	Welding Machine Setter /Master Welder	ASC/Q3105	6	Diploma in Mechanical Engineering/Welding Technology			450	-
79	Automotive	Workshop Manager	ASC/Q1606	8	Diploma in Mechanical/Automobile Engineering	200	300	500	-
80	Beauty & Wellness	Senior Yoga Trainer	BWS/Q2205	6	Graduate Preferably				-
81	Construction	Supervisor - Structure	CON/Q0111	6	12th Class ,Preferably	504	60	564	-
82	Construction	Quality Technician	CON/Q0403	6	12th Class ,Preferably	508	8	516	-
83	Construction	Supervisor - Electrical Works	CON/Q0605	6	12th Class ,Preferably and compulsorily having Low Voltage license from any Govt. recognized licensing authority	508	8	516	-
84	Construction	Senior Technician - Prestress	CON/Q0803	6	12th Class ,Preferably			1000	-

85	Construction	Surveyor	CON/Q0902	6	5th Class ,Preferably	500	175	675	-
86	Construction	Supervisor - Roads & Runways	CON/Q1004	6	Graduate/ ITI Preferably (Construction related trade)	500	50	550	-
87	Construction	Supervisor - Site EHS	CON/Q1402	6	12th Class ,Preferably and compulsory Certification course F36in industrial safety	504	0	504	-
88	Construction	Store Keeper - Construction	CON/Q1503	6	Graduate, preferably			1000	-
89	Electronics & Hardware	FPGA Design Engineer	ELE/Q8201	6	B.Tech			300	-
90	Food Processing	Chief Miller	FIC/Q1001	6	Graduation in Science(with Chemistry)/ Diploma in Milling	86.50	153.50	240	-
91	Food Processing	Food Microbiologist	FIC/Q7603	6	Bachelors degree in Microbiology			240	-
92	Food Processing	Plant Manager	FIC/Q9004	9	Masters degree in science	88	152	240	-
93	Food Processing	Production Manager	FIC/Q9003	7	Minimum Age - 14 Years ; Preferable Qualification shall be Minimum: Graduate Preferable: Diploma - Business Management	88	152	240	-
94	Gems & Jewellery	Cast and diamonds-set jewellery - Merchandiser Design	G&J/Q2302	6	Graduation,Preferably			240	-
95	Gems & Jewellery	Cast and diamonds-set jewellery - Product Development Manager	G&J/Q2305	7	Minimum Age - 14 Years ; Preferable Qualification shall be Graduate with training in Jewellery design course			240	-
96	Gems & Jewellery	Cast and diamonds-set jewellery - Refiner	G&J/Q3401	6	B.Sc. (Chemistry)			200	-
97	Gems & Jewellery	Handmade Gold and Gems-set Jewellery - Assayer and Hallmark Administrator	G&J/Q0402	6	B.Sc. (Chemistry)			240	-
98	Gems & Jewellery	Handmade Gold and Gems-set Jewellery - Gold Melter and Refiner	G&J/Q0401	7	B.Sc. (Chemistry)			200	-
99	Gems & Jewellery	Handmade Gold and Gems-set Jewellery - Procurement Manager - Raw Materials	G&J/Q0301	7	Graduate			200	-
100	Gems & Jewellery	Handmade Gold and Gems-set Jewellery - Production Manager (Handmade Jewellery)	G&J/Q0101	7	Graduate			300	-
101	Gems & Jewellery	Jewellery Retail - Merchandiser	G&J/Q8201	6	Minimum Age - 14 Years ; Preferable Qualification shall be Minimum: Graduate			240	-
102	Gems & Jewellery	Jewellery Retail - Store Manager	G&J/Q8202	6	Minimum Age - 14 Years ; Preferable Qualification shall be Minimum: Graduate			240	-
103	Green Jobs	Solar Proposal Evaluation Specialist	SGJ/Q0105	7	B.E. / B.Tech. / BBA / B.Com. / B.Sc. / C.A.	30	50	80	-
104	Infrastructure Equipment	Supervisor (Plant & Machinery)	IES/Q0201	7	Preferably Diploma in Mechanical/ Automobile Engineering	40	80	120	-
105	Infrastructure Equipment	Supervisor Maintenance (Infrastructure Equipment)	IES/Q1201	7	Preferably Diploma in Mechanical/ Electrical/ Automobile Engineering	40	80	120	-
106	IT-ITES	Analyst	SSC/Q0701	7	Bachelor's Degree in Science/Technology/Computers/Business			400	-
107	IT-ITES	Analyst - Research	SSC/Q2601	7	Bachelor's Degree in any discipline			400	-
108	IT-ITES	Application Maintenance Engineer	SSC/Q0201	7	Diploma in engineering, Bachelor's Degree in Science/Technology/ Computers or any graduate course			400	-
109	IT-ITES	Associate - Analytics	SSC/Q2101	7	Bachelor's Degree in Statistics/ Science/Technology or any other course	99	301	400	-
110	IT-ITES	Associate - Clinical Data Management	SSC/Q2401	7	Bachelor's Degree in Computer Science/Biology			400	-
111	IT-ITES	Associate - Desktop Publishing(DTP)	SSC/Q2702	7	Bachelor's Degree in any discipline	118	282	400	-
112	IT-ITES	Associate - Editorial	SSC/Q2701	7	12th Class			400	-
113	IT-ITES	Associate - HRO	SSC/Q2502	7	Bachelor's Degree in English or any other graduate course			400	-
114	IT-ITES	Associate - SCM	SSC/Q3001	7	Bachelor's Degree in Commerce/ Science			400	-
115	IT-ITES	Associate - Transactional F&A	SSC/Q2301	7	Bachelor's Degree in any discipline			400	-
116	IT-ITES	Associate-F&A Complex	SSC/Q2302	7	Bachelor's Degree in Commerce/Accounts/Finance			400	-
117	IT-ITES	Associate-Learning	SSC/Q2801	7	Bachelor's Degree in any discipline			400	-

118	IT-ITES	Associate-Medical Transcription	SSC/Q2402	7	Bachelor's Degree in Science/Certificate in Medical Transcription			400	-
119	IT-ITES	Deployment Engineer	SSC/Q0301	7	Diploma in Engineering/ Bachelor's Degree in Science/Technology/ Computers or any graduate course			400	-
120	IT-ITES	Design Engineer	SSC/Q6601	7	BE/Btech			400	-
121	IT-ITES	Design Engineer - EA	SSC/Q4401	7	Bachelor's Degree in Mechanical Engg./Electrical & Electronics Engg			400	-
122	IT-ITES	Design Engineer - PMS	SSC/Q4301	7	Bachelor's Degree in Mechanical Engg./Electrical & Electronics Engg			400	-
123	IT-ITES	Document Coder/Processor	SSC/Q2901	7	Bachelor's Degree in Law or any graduate course			400	-
124	IT-ITES	Engineer Trainee	SSC/Q0507	7	Diploma in Computers/ Electronics / Electrical Engg/ Bachelor's Degree in Science/Technology/Computers			200	-
125	IT-ITES	Engineer-Packaging	SSC/Q6901	7	Bachelor's Degree in Science/Technology/Computers			400	-
126	IT-ITES	Engineer-Product Lifecycle Management	SSC/Q5201	7	Bachelor's Degree in Mechanical Engg./Electrical & Electronics Engg			400	-
127	IT-ITES	Engineer-Software Transition	SSC/Q7101	7	Bachelor's Degree in Science/Technology/Computers or any other graduate course			400	-
128	IT-ITES	Hardware Engineer	SSC/Q4701	7	Bachelor's Degree in Electrical & Electronics Engg. / Computer Science Engg.			400	-
129	IT-ITES	IP Executive	SSC/Q6201	7	Bachelor's Degree in Science/Computers/Technology and/or Degree in Law			400	-
130	IT-ITES	Junior Data Associate	SSC/Q0401	7	BSc (Stat, Math, Physics, Chemistry, Geology) or BE/BTech	114	286	400	-
131	IT-ITES	Language Translator	SSC/Q0506	7	Bachelor's Degree in Science/Technology/Computers or any graduate course			400	-
132	IT-ITES	Language Translator	SSC/Q6802	7	Bachelor's Degree in Science/Technology/Computers or any graduate course			400	-
133	IT-ITES	Legal Associate	SSC/Q2902	7	Bachelor's Degree in Law or any graduate course			400	-
134	IT-ITES	Management Trainee	SSC/Q6301	8	Masters Degree				
135	IT-ITES	Management Trainee - Marketing	SSC/Q4101	8	MBA			250	
136	IT-ITES	Market Research Associate	SSC/Q4102	7	Bachelor's degree in Management/ Business/ Marketing/Technology			400	-
137	IT-ITES	Market Research Associate	SSC/Q6302	7	Bachelor's degree in Management/ Business/ Marketing/Technology			400	-
138	IT-ITES	Master Trainer for Software Developer	SSC/Q0509	6	Bachelor's Degree			400	-
139	IT-ITES	Product Design Engineer - Mechanical	SSC/Q4201	7	Bachelor's Degree in Mechanical Engg./Electrical & Electronics Engg.	104	296	400	-
140	IT-ITES	Product Executive	SSC/Q6501	7	Bachelors Degree in /Engineering/Technology/ Science/Computer Science or any graduate course			400	-
141	IT-ITES	QA Engineer	SSC/Q1302	7	Bachelor's Degree in Science/Technology/Computers or any graduate course			400	-
142	IT-ITES	QA Engineer	SSC/Q7002	7	Bachelor's Degree in Science/Technology/Computers or any graduate course			400	-
143	IT-ITES	Quality Engineer	SSC/Q4801	7	Diploma/BTech, BE			400	-
144	IT-ITES	Research Associate	SSC/Q5301	8	Masters Degree in Science/Technology/Ph.D			300	-
145	IT-ITES	Sales and Pre-Sales Analyst	SSC/Q1101	7	Bachelor's Degree in Science/Technology/Computers			400	-
146	IT-ITES	Sales/Pre-Sales Executive	SSC/Q6303	7	Bachelor's Degree in Management/ Business/ Science/ Technology/ Computers			400	-
147	IT-ITES	Security Analyst	SSC/Q0901	7	Diploma in Engineering or any graduate course	97	303	400	-
148	IT-ITES	Software Developer	SSC/Q0501	7	Bachelors Degree in /Engineering/Technology/ Science/Computer Science or any graduate course			400	-
149	IT-ITES	Software Developer	SSC/Q6702	7	Bachelors Degree in /Engineering/Technology/ Science/Computer Science or any graduate course	109	291	400	-

150	IT-ITES	Software Engineer	SSC/Q4601	7	Bachelor's Degree in Electronics/ Computer Science Engg.			400	-
151	IT-ITES	Support Engineer	SSC/Q6101	7	Bachelor's Degree in Computer Science/Computer Engineering/Technology			400	-
152	IT-ITES	Technical Writer	SSC/Q4501	7	BA/B. Com/BCA/BE			400	-
153	IT-ITES	Test Engineer - Software	SSC/Q4901	7	Bachelor's Degree in Electronics/ Computer Science Engg. or any other graduate course			400	-
154	IT-ITES	Tester/Test Engineer - Hardware	SSC/Q5001	7	Bachelor's Degree in Electrical & Electronics Engg. / Computer Science Engg.			400	-
155	IT-ITES	UI Developer	SSC/Q0502	7	Bachelor's Degree in Science/Technology/Computers or any graduate course			400	-
156	Life Sciences	EHS Manager - Life Sciences	LFS/Q0214	7	Bachelor's Degree in EHS related discipline preferable / B.Sc. In Environmental Sciences or Industrial Health and Safety / B.Tech in chemical engineering			345	-
157	Life Sciences	Demand Planning Manager - Life Sciences	LFS/Q0606	6	B.Tech/ Graduate in any field/ B. Pharma (Preferable)			280	-
158	Life Sciences	Supply Planning Manager - Life Sciences	LFS/Q0612	6	B.Tech/ B. Pharma / Graduate in any field/ B.Com/ BBA			270	-
159	Life Sciences	Supply Chain Manager - Life Sciences	LFS/Q0611	6	B.Tech/ B. Pharma / Graduate in any field/ B.Com			300	-
160	Life Sciences	Licensing Manager - Life Sciences	LFS/Q0609	6	B. Pharma /Graduate in any field / LLB			250	-
161	Life Sciences	Coordination Manager - Life Sciences	LFS/Q0605	6	B.Tech/ Graduate in any field/ B. Pharma (Preferable)			280	-
162	Life Sciences	Export Logistics Manager - Life Sciences	LFS/Q0607	6	B.Tech/ Graduate in any field/ B. Sc/ B.Com/ B. Pharma (Preferable)			340	-
163	Life Sciences	Import Logistics Manager - Life Sciences	LFS/Q0608	6	B.Tech/ Graduate in any field/ B. Sc/ B.Com/ B. Pharma (Preferable)			340	-
164	Life Sciences	Scientist Clinical Research Development	LFS/Q0507	6	Master's degree in pharmaceutical, biotechnology, nursing or life sciences/ M. Pharma/M.Sc in the above disciplines			385	-
165	Management and Entrepreneurship & Professional	Assignment Manager	MEP/Q7203	6	Graduate			350	-
166	Media & Entertainment	Location Manager	MES/Q2804	6	12th Class, Basic Computer Literacy			720	-
167	Media & Entertainment	Director of Photography	MES/Q0901	7	10th Class			1440	-
168	Media & Entertainment	Art Director/Set Designer	MES/Q3102	6	12th Class			720	-
169	Media & Entertainment	Script Editor	MES/Q3001	7	10th Class			1440	-
170	Media & Entertainment	Script Writer	MES/Q3002	6	10th Class			720	-
171	Media & Entertainment	Unit Production Manager	MES/Q2803	6	12th Class, Basic Computer Literacy			720	-
172	Media & Entertainment	Executive Producer	MES/Q2801	7	Graduate			1440	-
173	Media & Entertainment	Line Producer	MES/Q2802	6	Graduate			720	-
174	Media & Entertainment	Sales Director	MES/Q0201	7	10th Class			1440	-
175	Media & Entertainment	Sales Manger	MES/Q0202	6	10th Class			720	-
176	Media & Entertainment	Accounts Director	MES/Q0207	6	10th Class			720	-
177	Media & Entertainment	Animation Director	MES/Q1302	6	High school			720	-
178	Media & Entertainment	Live Action Director	MES/Q1301	7	High school			1440	-
179	Plumbing	Plumbing Supervisor	PSC/Q0114	6	12th Class/ Diploma				-
180	Plumbing	Wastewater system design engineer	PSC/Q0207	8	Diploma / Degree in Civil Engineering				-
181	Plumbing	Public health system design engineer	PSC/Q0206	8	Diploma / Degree in Civil Engineering (with specialization in PHE)				-
182	Plumbing	Bathroom and kitchen designer	PSC/Q0204	6	Diploma in Civil Engineering / Degree in Architecture or Interior Designing				-
183	Plumbing	groundwater engineer	PSC/Q0202	7	Diploma in Civil / Mech. Engg.				-
184	Plumbing	Plumbing site engineer	PSC/Q0115	7	Degree / Diploma in Civil Engineering				-
185	Plumbing	fire protection systems designer	PSC/Q0205	7	Diploma in Civil / Mechanical Engineering				-
186	Retail	Departmental Manager	RAS/Q0106	6	Higher Secondary School Grade XI Passed	175	175	350	-

No.	Sector	Job Role	QP Code	Level	Eligibility				
187	Rubber	Quality Control Inspector-Statistical Process Control	RSC/Q0416	6	Graduate in Science, desirable			350	-
188	Rubber	Senior Rubber Technician	RSC/Q0832	6	12th Class/ITI Diploma, Preferably			350	-
189	Rubber	Rubber Nursery Manager	RSC/Q6001	6	Diploma - Preferred			300	-
190	Rubber	Rubber Plantation Manager	RSC/Q6105	6	Diploma - Preferred			300	-
191	Rubber	Manager - Production (CENEX)	RSC/Q6110	6	Graduation - Preferred			300	-
192	Rubber	Factory Manager - TSR	RSC/Q6112	6	Degree in Chemical / Mechanical Engineering - desirable			300	-
193	Rubber	Manager - Rubber sheeting	RSC/Q6115	6	Diploma - Preferred			250	-
194	Rubber	Manager – Quality Assurance (CENEX)	RSC/Q0403	6	12th Class/ITI Diploma, Preferably			250	-
195	Management and Entrepreneurship & Professional	Security Officer	MEP/Q7202	6	Graduate	100	150	250	-
196	Telecom	BSS Support Engineer	TEL/Q6200	6	Diploma/ Bachelor in Technology (Electronics, Computer Science, IT and related field)			350	-
197	Telecom	Cluster Manager	TEL/Q4102	6	ITI /Diploma in Technical Degree			350	-
198	Telecom	Core Engineer	TEL/Q6201	6	Diploma/ Bachelor in Technology (Electronics, Computer Science, IT and related field)			350	-
199	Telecom	ICT Engineer	TEL/Q6205	6	Graduate in Science/Engineering/Technology Electronics, Computer Science, and IT			350	-
200	Telecom	Territory Sales Manager (Broadband)	TEL/Q0204	7	Graduate in any discipline			400	-
201	Telecom	Territory Sales Manager (Prepaid)	TEL/Q0203	7	Graduate in any discipline			400	-
202	Telecom	Transmission Engineer	TEL/Q6203	6	Diploma			350	-
203	Tourism & Hospitality	Assistant Catering Manager	THC/Q5901	6	12th Class passed, Preferably			475	-
204	Tourism & Hospitality	Assistant Facility Manager	THC/Q5707	7	Diploma in Electrical Engineering			435	-
205	Tourism & Hospitality	Base Camp Manager	THC/Q4521	6	12th Class passed, Preferably			480	-
206	Tourism & Hospitality	Captain	THC/Q0306	6	8th Class pass, preferably			285	-
207	Tourism & Hospitality	Chef-de-partie	THC/Q0404	6	8th Class pass, preferably	85	200	285	-
208	Tourism & Hospitality	Duty Manager	THC/Q0106	7	12th Class passed, Preferably			300	-
209	Tourism & Hospitality	Facility Management Executive	THC/Q5708	6	Diploma preferable in Electrical Engineering			280	-
210	Tourism & Hospitality	Guest Relations Manager	THC/Q0108	6	12th Class passed, Preferably			350	-
211	Tourism & Hospitality	Housekeeping Manager	THC/Q0207	7	12th Class passed, Preferably	112	288	400	-
212	Tourism & Hospitality	Housekeeping Supervisor	THC/Q0201	6	12th Class passed, Preferably	70	150	220	-
213	Tourism & Hospitality	Outlet Manager	THC/Q0305	7	12th Class passed, Preferably			180	-
214	Tourism & Hospitality	Paragliding Coach	THC/Q4509	6	NA			200	-
215	Tourism & Hospitality	Sous Chef	THC/Q0403	7	8th Class pass, preferably			300	-
216	Tourism & Hospitality	Team Leader	THC/Q4304	6	1st Yr Bachelor's Passed			400	-
217	Tourism & Hospitality	Tour Manager	THC/Q4405	6	Diploma	120	270	390	-