NCS Portal Features
Overview
2015 - 2016
Topics Covered

1. DGE&T’s NCS Portal Objective
2. Portal Eco System
3. Portal Overview
4. DGE&T Call Center
5. Reports
DGE&T Objective – NCS Portal

A National ICT based portal to connect the opportunities with the aspirations of youth and facilitate registration of job seekers, job providers, skill providers, career counsellors, etc.

The portal should provide job matching services in a highly transparent and user friendly manner. These facilities along with career counselling content will be delivered by the portal through multiple channels like career centers, mobile devices, CSCs, etc.
Mission: To create avenues/ opportunities for all ecosystem partners through the core modular, fully integrated and automated portal.

Integrated Career Center Management System (Future Development)

*CC – Career Center

NCS Portal Platform powered by data warehouse

State 1
- CC 1
- CC 2
- CC 3

State 2
- CC 1
- CC 2

State n
- CC 1
- CC 2
- CC 3

Activities / Records / Reports

Mission: To create avenues/ opportunities for all ecosystem partners through the core modular, fully integrated and automated portal.
Portal Overview

Content Service Provider

National Career Portal

Employers

Demand

Model Career Center

Skill Providers

Private Placement Agency

Counselor Network

Job Seekers

Supply
Portal Users
Bringing Talent Closer to Opportunities…

Job Seeker
Employer
Career Center
Private Placement Agency
DGE&T Admin and Users
Skill / Training Provider
Counsellor
Local Service Provider
NCS brings together -

- 1031 Career Centers
- 20407548 registered Jobseekers
- 129 Career Counsellors for career guidance
- 23936 Skill Providers with career building courses
- 1684 registered Employers with active jobs in 53 sectors
Job Seeker Section

Personal Information

Title: --Select--
First Name: Ravi
Middle Name:
Last Name: Bansal
Display Name: Ravi Bansal
Date of Birth: 02/10/1990
Gender: Male
Email: [email protected]
Mobile: +91 9654...
Job Seeker
Fresher/Experienced/Student/Local Service Providers

Registration, Login and other activities

• Online / Offline Registration
• Skills / Jobs in demand guidance
• Assistance in selecting a career (especially for fresher's) / job switch
• Search and apply for jobs, job fairs, training programs, career exhibitions
• Contact Local Service Provider
• Email / SMS Notifications
Job Seeker

Search Jobs

Search Job

Job Role: ex: DTP operator, etc
Location: ex: Gurgaon, etc
Work Experience: Min, Max, In Years
Sector: ANY

Advance Search, Clear, Search, Reload Search, Save Search Criteria
Job Seeker

Job Preferences Settings

- Job Role: ex: DTP operator, etc
- Industry: Click and select multiple industries...
- Sector: --Select--
- Relevant Experience: --Select-- in Years
- Preferred Location: ex: Gurgaon, etc
- Expected Salary: Salary Type: DAILY
- Job Nature: --Select--
- Shift Timings: --Select--
Employer
Govt./PSU/Private/Staffing Organizations with administrator and user role provisioning

Registration, Login and other employer specific activities

• Online Registration
• Search and Select Job Seeker profiles
• Post New Jobs / Repost Expired Jobs
• Send Job Interview Requests
• Save Short Listing Criteria
• Participate in Events/Job Fairs
• Contact Local Service Provider
• Email / SMS Notifications
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mobile</td>
<td>+91 10 digit Mobile Number</td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Contact Designation</td>
<td></td>
</tr>
<tr>
<td>User ID</td>
<td></td>
</tr>
<tr>
<td>Password</td>
<td>atleast 8 characters</td>
</tr>
<tr>
<td>Retype Password</td>
<td>atleast 8 characters</td>
</tr>
<tr>
<td>Year of Incorporation</td>
<td>--Select--</td>
</tr>
<tr>
<td>Area of Operation(s)</td>
<td>Please enter City or State</td>
</tr>
<tr>
<td>Key Activities</td>
<td></td>
</tr>
</tbody>
</table>

**Miscellaneous**

- I agree to terms and conditions [click here]

[Submit]  [Cancel]
Employer

Post New Job

Sector: Select

Industry: Select

Reference ID: Internal Job Reference ID

Job Title: 

Job Description: 

Desired Qualifications

Minimum Qualification: Select

Total Experience (in years): Min. Year(s) Max. Year(s)

Relevant Experience (in years): Min. Year(s) Max. Year(s)

Location: ex: Gurgaon, etc.

* These screenshots are partial snapshot views
Job Seeker Registration & Post Login Screen

Search a Candidate

- Type of Profile/expertise/Skill, etc
- ex: Gurgaon, etc
- Select Industry
- Min. Exp.
- Max. Exp. In Years

* This screenshot is a partial snapshot view
Career Centers

Center administrator, employment exchange officers, Voluntary counsellors/NGO/Pvt., Incubators/Outreach partners/School teachers

Job Seeker Registration, Login and other activities

- Job Seeker Registration / Verification
- Employment Market Information (Trend)
- Create and Manage job fairs, events, workshops
- Search and Contact Candidates
- Send Job Notification to Job Seekers
- Information on Government programmes related to employment and training
- Contact Local Service Provider
Placement Organisation
Placement Agency

Registration, Login and other employer specific activities

• Online Registration
• Search and Select Job Seeker profiles
• Post New Jobs / Repost Expired Jobs
• Send Job Interview Requests
• Save Short Listing Criteria
• Participate in Events/Job Fairs
• Contact Local Service Provider
• Email / SMS Notifications
# Skill / Training Providers

## Profile

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered With</td>
<td>--Select--</td>
</tr>
<tr>
<td>Registration Number</td>
<td></td>
</tr>
<tr>
<td>Organisation Name*</td>
<td>ramesh enterprises</td>
</tr>
<tr>
<td>Former Registered Name</td>
<td></td>
</tr>
<tr>
<td>Sector*</td>
<td>Local Bodies</td>
</tr>
<tr>
<td>Focus Industry*</td>
<td>Accommodation and Food service activities, Activities of extraterritorial organizations, Activities of households as employers, Administrative and support service activities</td>
</tr>
</tbody>
</table>

[Click the first industry, then press & hold the shift key to select multiple]

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*Required fields marked with an asterisk (*).
Skill / Training Providers

National Skill Development Agency, NSDC, Sector Skills Council(SSC)/ NGO/Pvt. Skill Institutes, ITIs, VTIs with administrator and user role provisioning

**Registration, Login and other activities**

- Search Skill Training Seekers, Employers
- Create job fairs, events, workshops
- Publish Training Calendar
- Information on Government programmes related to employment and training
- Link with Career Centers
- Contact Local Service Providers
- Email / SMS alerts, notifications
Counsellors

Counsellor Home

View/Update Profile

My Services

My Schedule

Leave Plan

View Appointments

View Pending Approvals

Search Jobs

Jobs Applied

Job Preferences

Feedback on Local Services

Events

Change Password

Counsellor Profile

Personal Information

Title

First Name* - adelee

Middle Name

Last Name

Display Name (As per Aadhaar details) - adelee

Date of Birth* - 01/06/2001

Email - adelee@sun.com

Gender* - Male

Mobile* - +91 9999999999

Marital Status* - Single

Guardian/Father's Name* - rakesh sharma

Your NCSP ID is: Ty056-111281925452

Other fields:

Spouse's Name

Mother's Name

Save  Cancel
Counsellors

Employment exchange internal counsellors, Private Counsellors, Incubators, Outreach partners, School teachers

Registration, Login and other activities

• Search Job Seekers, Skill Training Seekers, Employers
• Access and Download Candidate Profile
• Create events, counselling sessions
• Offer different modes of counselling - telephonic, web, in person, video conf.
• Link to Career Centers
• Contact Local Service Provider
• Email / SMS alerts, notifications
Local Services

Search Jobs

ex: DTP operator, etc

Please enter City or State

--Select Industry--

Experience

In Years

Profile Completeness

100% Complete

Recent Job Applied

You have applied for 1 Job(s) in last 30 days
Local Services

Information on local service providers available to household and other consumers for services like driving, plumbing, carpentry, etc.

Registration, Login and other activities

- Verified Status
- Receive Feedback / Reviews
- Call Center Support to update profiles
- Email / SMS alerts, notifications
- View/Participate in events/job fairs.
- Select desired locality, availability, timings, type of engagement
DGE&T Call Center
A multi lingual call centre with normal business hours i.e. from 8 a.m. to 8 p.m. for 7 days a week

Operating and managing the end-to-end call center services for DGE&T

• Provision services from an existing call center on per seat basis

• Seating capacity of 100 people who would all be conversant in either English or Hindi and 1 other Indian Regional language

• Assist Job Seeker to register and resolve Portal technical issues. Provide information on the available courses/ skill training, career centers, counsellors
DGE&T - Admin and Users
DGE&T - Admin and Users

Admin user for DGET, State wise Admin user for DGET

Login and other (view / add / update / block / activate) activities
• Employer
• Skill / Training Providers
• Verification Agencies
• Career Centers
• Advanced Search
• Manage Users
• Manage State Admin
• Manage ‘Notifications / Alerts’ Settings
• Access to Content Management System
• M.I.S Reports
Registration and Search
Registration and Search
Admin user for DGET, State wise Admin user for DGET

Key functions and fields used for registration, search and advanced search for different portal users

- Registration of Jobseekers using multiple unique identification types (e.g. Aadhar, PAN, Voter ID, etc)
- Registration of Employer using PAN/TAN Number
- Search capability to search Jobs, Career Centers, Counsellor, Skill Providers and Local Help
- Multiple search criteria’s (Location, Industry, Sector, Experience etc.) to assist in more accurate search result
- Advance Search feature to add more search criteria and narrow down search results
- Search functionality on home page to allow users to search Jobs, Career Centers, Counsellor’s and Local Help even without registration (registration is required to view contact details or apply for jobs)
Dashboards and Reports
Sample Dashboard View
<table>
<thead>
<tr>
<th>DistrictName</th>
<th>Mode Of Re...</th>
<th>15-18</th>
<th>19-21</th>
<th>22-25</th>
<th>26-30</th>
<th>31-35</th>
<th>36-45</th>
<th>46-60</th>
<th>above 60</th>
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</thead>
<tbody>
<tr>
<td>Bishnupur</td>
<td>Career Centre</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Churachandip</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Imphal East</td>
<td></td>
<td>38</td>
<td>30</td>
<td>22</td>
<td>20</td>
<td>4</td>
<td>5</td>
<td></td>
<td>43</td>
</tr>
<tr>
<td>Imphal West</td>
<td></td>
<td>38</td>
<td>20</td>
<td>48</td>
<td>37</td>
<td>33</td>
<td>13</td>
<td></td>
<td>62</td>
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<tr>
<td>Senapati</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Tamenglong</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Thoubal</td>
<td></td>
<td>41</td>
<td>13</td>
<td>13</td>
<td>9</td>
<td>11</td>
<td>10</td>
<td></td>
<td>33</td>
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</table>
## Sample Reports

### Source Report

<table>
<thead>
<tr>
<th>Source</th>
<th>VTP</th>
<th>Government</th>
<th>Private</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade Name</td>
<td>Course Name</td>
<td>Passed</td>
<td>Passed</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>272</td>
<td>13782</td>
</tr>
<tr>
<td>Subtotal: AGRICULTURE</td>
<td></td>
<td>0</td>
<td>8939</td>
</tr>
<tr>
<td>Basic Cultivation of cereal crops</td>
<td></td>
<td>.</td>
<td>140</td>
</tr>
<tr>
<td>Basic Tractor Servicing</td>
<td></td>
<td>.</td>
<td>0</td>
</tr>
<tr>
<td>Medicinal Plant</td>
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<td>.</td>
<td>2733</td>
</tr>
<tr>
<td>Mushroom Cultivation</td>
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<td>.</td>
<td>2733</td>
</tr>
<tr>
<td>Preservation of Fruits &amp; Vegetables</td>
<td></td>
<td>.</td>
<td>3333</td>
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<tr>
<td>ALLIED HEALTH CARE</td>
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<tr>
<td>APICULTURE</td>
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<tr>
<td>AUTOMOTIVE REPAIR</td>
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<tr>
<td>BAMBOO FABRICATION</td>
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</tr>
<tr>
<td>BANKING AND ACCOUNTING</td>
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<td>.</td>
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<tr>
<td>BEAUTY CULTURE AND HAIR DRESSING</td>
<td></td>
<td>.</td>
<td>6413</td>
</tr>
</tbody>
</table>

MANIPUR
Thank You!