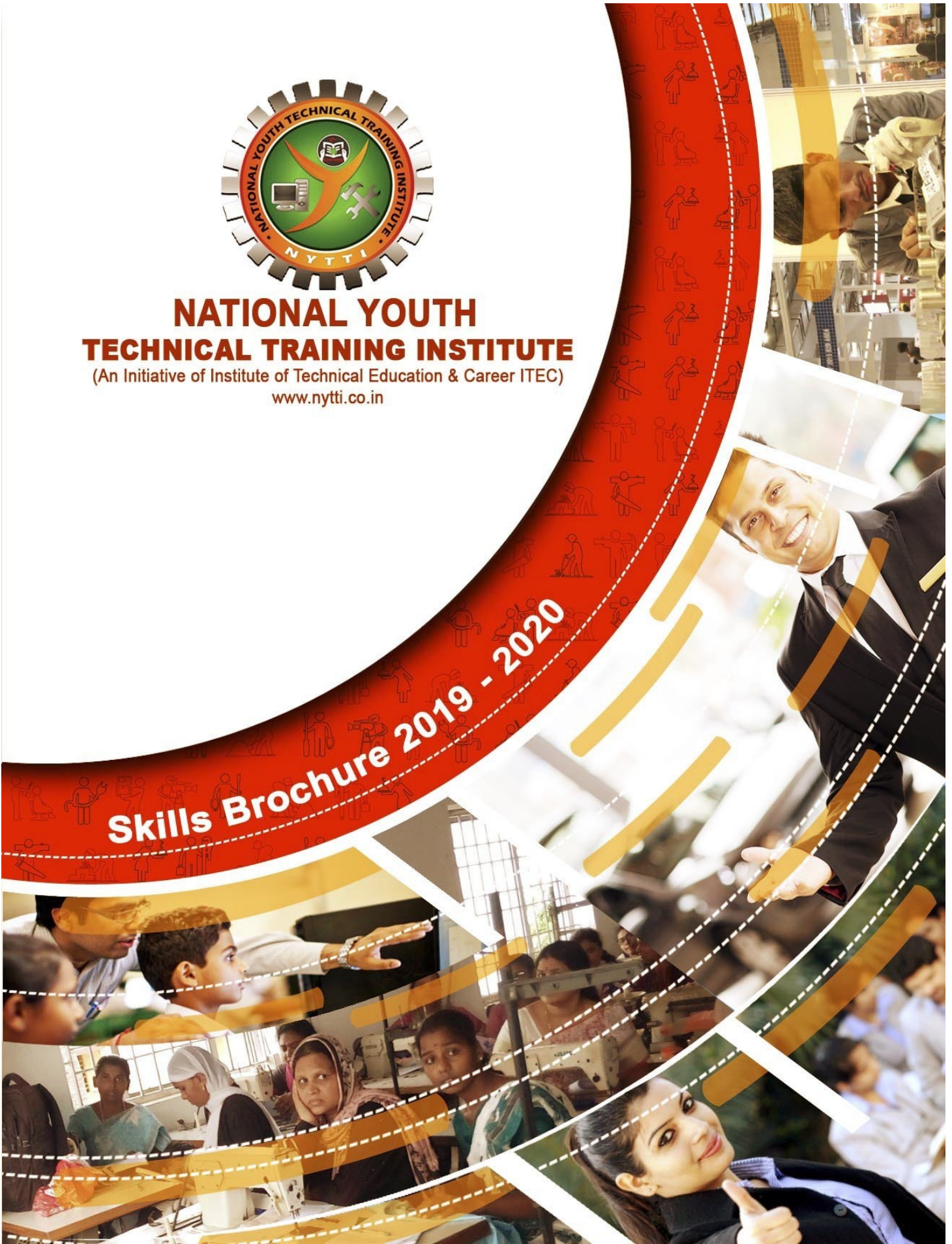




NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE

(An Initiative of Institute of Technical Education & Career ITEC)
www.nytti.co.in

Skills Brochure 2019 - 2020



About **NYTTI**

NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE - A initiative of Institute Of Technical Education & Career- ITEC, an Autonomous Institution registered under Indian Trust Act 1882 under section 17 Reg. No. 00374 Govt. of India.

NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE is involved in the business of vocational training and education for development of employable skills required by contemporary industries, Preparation/coaching for Job oriented and numerous educational training activities in the field of education and corporate training and has developed its own technical know-how, knowledge and expertise in such areas/fields and has also developed training methodologies required in providing education and training in such areas/fields and for operating such Training and Educational Centres.

Institute Of Technical Education & Career- ITEC was established in the year of 2015 an affiliated Training Provider of PASCHIM BANGA SOCIETY OF SKILL DEVELOPMENT (PBSSD) under the Scheme - UTKARSHA BANGLA across WEST BENGAL .The Organization has acquired the expertise and goodwill from operating on its own and through its various Affiliates.

The business presently being run in the name and style of "NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE (NYTTI)".

Our Registered Office is located at Behala, Kolkata and our Corporate Office : 856/3, KANKPUL, ASHOKE-NAGAR, POST - KALYANGARH, PIN - 743272, NORTH 24 PGS, WEST BENGAL in the state West Bengal.

NYTTI made-to-order training prospect and curriculum proficiency to cater to both IT and non IT sectors as well as the sectors of Electronics, Travel & Tourism, Retail, Networking, Hospitality,

Agriculture, Mobile Laptop Repairing, Healthcare, Apparel Manufacturing and Designing, Hospitality and more.

MISSION & VISION

Our mission is to make INDIA 100% SKILLED Nation by 2022. INSTITUTE OF TECHNICAL EDUCATION & CAREER - ITEC was established to provide quality education and skilled manpower in India. ITEC has developed unique learning initiatives which have come to be the hallmark of the institute. These initiatives are the out-come of decades of experience in the field of IT, Healthcare & Management education. They have been developed with the help of faculty, who are in touch with the industry's current needs and the active participation of the student's them-selves. With a focus on international exposure and industry-readiness, ITEC has often tied up with colleges in other parts of the world to give its students the best possible education and experience.

RECOGNITIONS OF OUR COMPANY

1. An Autonomous Institute under I.T.Act 1882 under section 17 Reg. No. 00374 Govt. of India
2. An ISO 9001:2015 Certified Company
3. Empanelled under PBSSD through "Utkarsh Bangla" under the Department of Technical Education, Training & Skill Development; Government of West Bengal No- ITEDCAR/642
4. Provide NSDC Certification .
5. Empanelled under NPS - Planning Commission, Govt. Of India
6. Central Social Welfare Board (CSWB). Reg. No.-WB/2015/0238815
7. Empanelled Under CSW, Govt. Of India. Reg. No.- WB/00048596
8. Ministry of Labour & Employment
9. International Organization for Standardization vide ISO CERTIFICATION 9001:2015
10. Supported by all Employment Exchange in India.

AUTHORIZED STUDY CENTRE UNDER "NYTTI / RACE COURSE" BANNER, THE CENTRE MUST HAVE FULFILL THE BELOW REQUIREMENTS

1. 1 Theory Class Room, 1 Lab Class Room with a minimum of 3 (Three) P4 computers and Separate office for counseling, with Internet Connection.
2. Centre director has to submit two faculty educational document
3. Centre director has to submit a photo copy of Aadhar Card
4. Two latest color photographs of yourself.

RULES FOR NYTTI AUTHORIZED STUDY CENTER

1. Renewal of authorization for the next year will be made FREE*.
2. Registration form of each and every student must reach Head office/Regional office within maximum 15 days of admission of the student.
3. Centre director has to pay a Registration Fee only to the head office.
Submit of admission form without Registration fee not to be considered under any circumstances .
4. Any types of fee will not be refundable in any circumstances. No liabilities regarding the staff salaries, taxes, computers, computer's software & your official problems will be borne by H.O. office NYTTI Kolkata.

REGULAR COURSE CURRICULAM FOR NYTTI CERTIFICATION

Code No.	Course Name	Modules Covered	Duration	Eligibility
NY201	Certificate in English & Computer Application Programme (ECAP)	IT Fundamentals and computing Creating and managing professional document using MS Word 2010, MS Excel 2010, MS PowerPoint 2010; Working with Internet, MS Outlook 2010; Communicative English...	6 months / Fast Track 4 months	Qualification: Minimum Madhyamik Age: No Bar
NY202	Diploma in Computer Application (DCA)	IT Fundamentals and computing Creating and managing professional document using MS Word 2010, MS Excel 2010, MS PowerPoint 2010; Working with Internet, MS Outlook 2010; TP(Photoshop, CorelDraw & PageMaker); Software Installation & Troubleshooting ; Project Work & Communicative English...	12 months / Fast Track 6 months	Class X passed or Appeared Age: No Bar
NY203	Diploma in Office Operation Management (DOOM)	IT Fundamentals and computing Creating and managing professional document using MS-Office 2010 (Word, Excel, Power Point & Access); Internet & E-mail, Tally ERP 9 ; Service Tax, VAT, Payroll; DTP(Photoshop, CorelDraw & Page Maker); Hardware & Networking; Project Work & Advance Communicative English	12 months	Class XII passed or Appeared Age: No Bar
NY205	Advance Diploma in Computer Application (ADCA)	IT Fundamentals and computing Creating and managing professional document using MS-Office 2010 (Word, Excel, Power Point & Access); Internet & E-mail, Tally ERP 9 , Web Page Designing, Fundamentals of JAVA & C++ Programming Language & Hardware & Networking; Project Work & Advance Communicative English...	12 months / 500 hrs	Class XII passed or Appeared Age: No Bar
NY206	Diploma in Computer Aided Design (CAD)	Introduction to CAD; Customizing Auto CAD Creating Drawing; Using Wizard; Using Tools Project Work	6months 180 hrs	Service Professional Age: No Bar

REGULAR COURSE CURRICULAM FOR NYTTI CERTIFICATION

Code No.	Course Name	Modules Covered	Duration	Eligibility
NY207	Master Diploma in Computer Teacher Training (MDCTT)	<p style="text-align: center;">Sem-1:</p> IT Fundamentals and computing Creating and managing professional document using MS-Office 2010 (Word, Excel, Power Point & Access); Internet & E-mail, <p style="text-align: center;">Sem-2:</p> Webpage Designing, Fundamentals of JAVA & C++ Programming Language, Children Psychology Methods of Teaching, Personality Development	12 months	Class XII passed or Appeared Age: No Bar
NY208	Master Tally	OS-DOS,WINDOWS; M.S. Office; Internet, Book Keeping: - Cash Book, Ledger Day Book, Ledger Posting, Banking Transactions, Journal Procedures, Accounting Vouchers, Final Accounts:- Trial Balance, Trading Account, Profit & Loss A/c, Balance Sheet, Cast Accounting (Inventory): - Knowledge of Inventory, Stock Creation, Multi Currency, Material Transfer, Purchase Order, Sales Order, and Security Control Statutory & Taxation: - VAT, TDS, TCS, Service Tax, Income Tax, Excise Duty Project Creation	06 months	Class X passed or Appeared Age: No Bar
NY209	Advance Diploma in Computer Accounting Application (ADFA)	Computer Fundamentals ; OS– Windows ; M.S.Office – (Word, Advanced Excel); Computerized Accountingthrough Tally ERP 9; Service Tax, VAT, Payroll ; Internet; Project Work	12 months / Fast Track – 06 months	Class X passed or Appeared Age: No Bar
NY210	Diploma in Desktop Publishing (DDTP)	Computer Fundamentals; MS-Windows; MS-Office2010 (Word, Excel, PowerPoint); Adobe PageMaker,CorelDraw; Adobe Photoshop,Using Multilingual Software; Project Work	06 months	Class X passed or Appeared Age: No Bar

REGULAR COURSE CURRICULAM FOR NYTTI CERTIFICATION

Code No.	Course Name	Modules Covered	Duration	Eligibility
NY211	Diploma In Computer Hardware Technology (DCHT)	Analog and Digital Electronics Operating System Dos, Windows, NT, 2000, XP, Unix, Linux Microprocessors Installation & Assembling Peripheral Devices Installation & Maintenance	06 months	Class X passed or Appeared Age: No Bar
NY212	Diploma In Mobile Maintenance (DMM)	Basic Mobile Phone Mobile Repairing Tools; Mobile Software; Various Mobile Circuits; Mobile Phone Faults; Mobile Phone Repairing; Downloading Techniques	06 months	Class X passed or Appeared Age: No Bar
NY213	ADVANCE DIPLOMA IN WEB DESIGN (ADWD)	Domain name registration; Hosting your website. Detailed class on cPanel. HTML/DHTML, CSS, JavaScript; Adobe Photoshop and Dreamweaver; Flash Basic, Sound Forge; Practically design and develop Daily News Website. Search Engine Optimization (Google, Yahoo, Bing); Search Engine Marketing (Google) ; Social Media Optimization (Face book, Twitter, YouTube, Blogger.)	12 months, 2 Day/ Week	Class XII passed Age: No Bar



1.2 billion people
29 States
One Mission
“SKILL INDIA”
Let's contribute to it

ABOUT MSDE – MINISTRY OF SKILL DEVELOPMENT & ENTREPRENEURSHIP

The Ministry is responsible for co-ordination of all skill development efforts across the country, removal of disconnect between demand and supply of skilled manpower, building the vocational and technical training framework, skill up-gradation, building of new skills, and innovative thinking not only for existing jobs but also jobs that are to be created.

The Ministry aims to Skill on a large Scale with Speed and high Standards in order to achieve its vision of a 'Skilled India'. It is aided in these initiatives by its functional arms – National Skill Development Agency (NSDA), National Skill Development Corporation (NSDC), National Skill Development Fund (NSDF) and 33 Sector Skill Councils (SSCs) as well as 187 training partners registered with NSDC. The Ministry also intends to work with the existing network of skill development centres, universities and other alliances in the field. Further, collaborations with relevant Central Ministries, State governments, international organizations, industry and NGOs have been initiated for multi-level engagement and more impactful implementation of skill development efforts.

ABOUT NSDC – National Skill Development Corporation India

National Skill Development Corporation India (NSDC), established in 2009, is a not-for-profit company set up by the Ministry of Finance, under Section 25 of the Companies Act, 1956 corresponding to Section 8 of the Companies Act, 2013. The present equity base of NSDC is Rs.10 crore, of which the Government of India through Ministry of Skill Development & Entrepreneurship (MSDE) holds 49%, while the private sector has the balance 51%.

NSDC aims to promote skill development by catalyzing creation of large, quality and for-profit vocational institutions. Further, the organisation provides funding to build scalable and profitable vocational training initiatives. Its mandate is also to enable support system which focuses on quality assurance, information systems and train the trainer academies either directly or through partnerships. NSDC acts as a catalyst in skill development by providing funding to enterprises, companies and organizations that provide skill training. It also develops appropriate models to enhance, support and coordinate private sector initiatives. The differentiated focus on 21 sectors under NSDC's purview and its understanding of their viability will make every sector attractive to private investment.

Vision & Mission

Vision

NSDC was set up as part of a national skill development mission to fulfil the growing need in India for skilled manpower across sectors and narrow the existing gap between the demand and supply of skills. The then Union Finance Minister Shri Pranab Mukherjee announced the formation of the NSDC in his 2008-09 Budget Speech. "There is a compelling need to launch a world-class skill development programme in a mission mode that will address the challenge of imparting the skills required by a growing economy. Both the structure and the leadership of the mission must be such that the programme can be scaled up quickly to cover the whole country."

Mission

- Upgrade skills to international standards through significant industry involvement and develop necessary frameworks for standards, curriculum and quality assurance.
- Enhance, support and coordinate private sector initiatives for skill development through appropriate Public-Private Partnership (PPP) models; strive for significant operational and financial involvement from private sector.
- Play the role of a 'market-maker' by bringing funds, particularly in sectors where market mechanisms are ineffective or missing.
- Prioritise initiatives that can have a multiplier or catalytic effect as opposed to one-off impact.

Our Skill Development Training Experience

PMKVY

प्रधानमंत्री कौशल विकास योजना

PMKVY - Pradhan Mantri Kaushal Vikas Yojana (PMKVY) is the flagship scheme of the Ministry of Skill Development & Entrepreneurship (MSDE). The objective of this Skill Certification Scheme is to enable a large number of Indian youth to take up industry-relevant skill training that will help them in securing a better livelihood. Individuals with prior learning experience or skills will also be assessed and certified under Recognition of Prior Learning (RPL).

Under this scheme till date we have trained 2226 students in different job roles.

ESDM

The Scheme aims at enhancing the skilling capacities in ESDM sector through public and private sector for students/unemployed youth belonging to other disciplines by:

- Utilizing the existing human resource who are undergoing studies in schools (IX standard onwards)/ITIs/Polytechnics/UG Colleges (non-engineering) and the school drop outs/unemployed youth by providing them with additional skills that are recognized by industry for employment in ESDM sector.
- Encouraging new investments in training in ESDM sector by industry.
- Facilitating evolving of process/norms for (i) certification of various courses; (ii) providing opportunities for moving up the value chain; and (iii) recognition of institutions for conducting such courses, as per requirement of Industry in the ESDM sector.

Under this programme till date we have trained 398 students
NHPC- CSR:

with its continued commitment towards Corporate Social Responsibility (CSR) and ethical behaviour, has contributed to the economic development and improving the quality of life of internal as well as external stakeholders and the Society at large. The CSR aspects find echoes in the Corporate's Mission Statement "To execute and operate projects in a Cost effective, Environment friendly and Socio-economic responsive manner".

With this focus, a full fledged Policy on Corporate Social Responsibility has been in place which also incorporates the recommendations as laid down under the "Guidelines on CSR", issued by Department of Public Enterprises(DPE).

RECL – CSR:

At REC, we strive to achieve a balance of economic, environmental and social imperatives. We are actively involved in facilitating setting up of projects designed to reduce its carbon footprint and ensure sustainable and secure growth. Through our CSR initiatives we attempt to fund and support socially beneficial projects with sustainability as a guiding principle, giving priority to issues of foremost concern as in the national development agenda and to reach a wide spectrum of beneficiaries with a view to empower economically and socially backward communities. CSR initiatives have been carried out by REC in the fields of sanitation and hygiene facilities, promotion of healthcare facilities, skill development, women empowerment, environmental sustainability and rural infra-structural development in order to facilitate an inclusive social development.



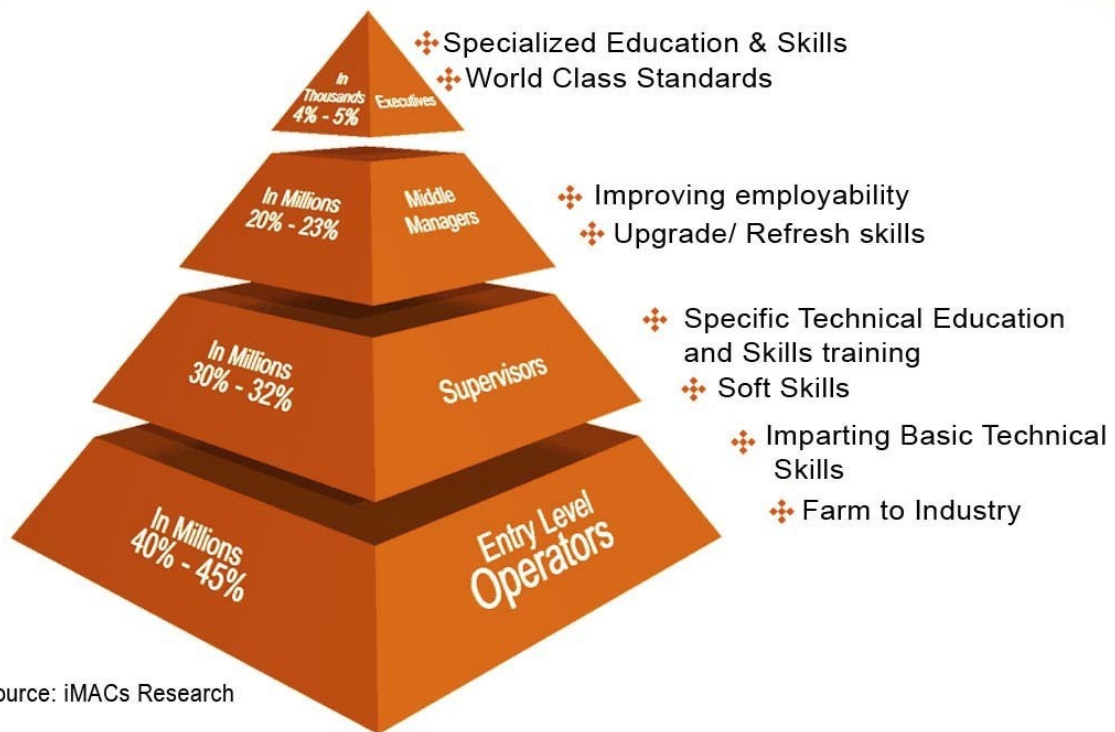
RELIANCE – CSR:

Reliance Foundation works tirelessly towards enriching the lives of people belonging to the marginalised communities of India. It enhances livelihood opportunities and provides relevant information that helps reduce risk for rural communities. Furthermore, by deploying locally-relevant solutions, it enhances rural livelihoods in agriculture, marine fisheries and other farm and non-farm based activities.



WORKFORCE PYRAMID

Skills shortages and gaps exist across the workforce pyramid



Source: iMACs Research

As per National Knowledge Commission (NKC), India only 3% people take formal skill programme before entering the job market

SKILLS GAP

From an
employer perspective,
Indian youth lack key employability skills



5th Pass, 10/ 12th
graders Unskilled
youth

Undergraduate/
Graduate Educated
youth



Domain

- a) Theoretical training
- b) Hands on training



Language

- c) Local Language
- d) Oral Communication
- e) English Proficiency



IT

- f) Digital Literacy



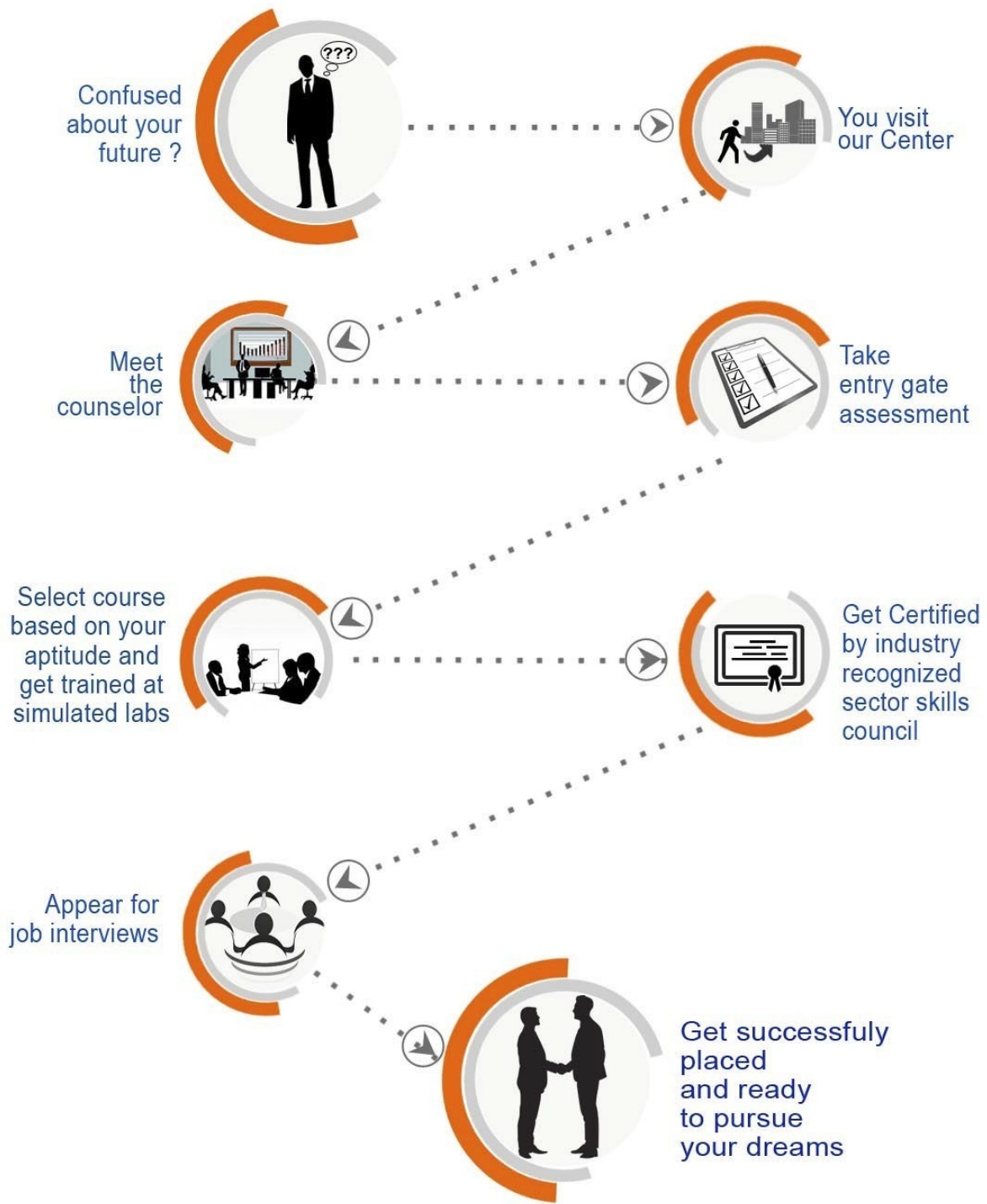
Life Management & Soft Skills

- g) Work Ethic
- h) Teamwork & Leadership
- i) Problem Solving
- j) Creativity

Employable Youth



YOUR ROAD TO SUCCESS



OUR TRAINING METHODOLOGY



Placement linkages

All trainees are provided provisional placement opportunities across sectors and locations



Entry gate assessment

Designed in close collaboration with industry and prospective employers ensures an aptitude, attitude and test of basic skills



Holistic training

- Through exposure to simulated labs
- Industry visits
- Multimedia content
- Value added modules like Life Skills



Assessments and certification

- Both concurrent and term end assessments ensure holistic learning.
- Final assessments are conducted by third party awarding parties that offer industry recognized certification



Placement and post placement guidance

- Placement track record of 80% and above.
- Experienced job coaches for constant post placement guidance to students



I am a

Medical Laboratory Technician (MLT)

also referred to as Clinical Laboratory Science professionals, Medical Technologists and Medical Laboratory Scientists .

Medical Laboratory Technician (MLT): also referred to as Clinical Laboratory Science professionals, Medical Technologists and Medical Laboratory Scientists

Brief Job Description: The Medical laboratory technician perform complex tests for diagnosis, treatment, and prevention of disease. These professionals are responsible for supporting and assisting doctors/ scientists in their day-to-day working in a variety of roles. They function as the main support to biomedical scientists in pathology laboratories. This job requires the MLT to work in association with doctors, pathologists and scientists. Essential attributes include empathy, orientation to detail, dexterity, critical thinking, persistence and ability to work in stressful environment

After completing this programme, participants will be able to:

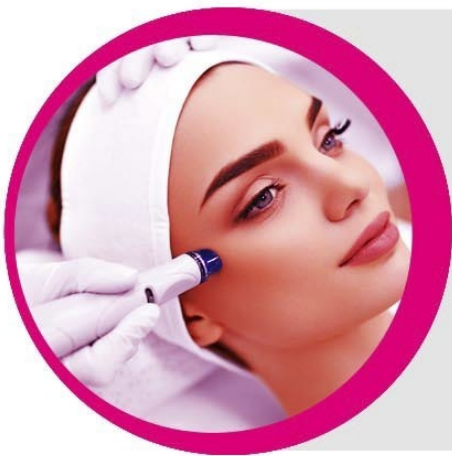
- Demonstrate knowledge about the healthcare sector and diagnostic services
- Demonstrate the ability to perform clinical skills essential in providing basic diagnostic services such as Correctly collect, transport, receive, accept or reject and store blood /urine/stool and tissue samples, etc.; Conduct analysis of body fluids/ samples; Maintain, operate and clean laboratory equipment; Provide technical information about test results; Prepare and document medical tests and clinical results; etc.
- Demonstrate quality assurance in Laboratory works
- Practice infection control measures
- Demonstrate readily availability of medical and diagnostic supplies
- Demonstrate techniques to maintain the personal hygiene needs
- Demonstrate actions in the event of medical and facility emergencies
- Demonstrate professional behavior, personal qualities and characteristics of a Medical laboratory Technician
- Demonstrate good communication, communicate accurately and appropriately in the role of Medical laboratory Technician

Eligibility: Class XII in Science

Duration: 1500 hrs

Medical Laboratory Technician





I am a

Assistant Beautician

I provide basic depilation, manicure, pedicure and basic face care

Cosmetic therapy deals with the beautification of body employing some basic knowledge of medicine and surgery. A majority of Cosmetic Therapists come from families that belong to the low income group; many might have not completed their secondary education. They possess inadequate knowledge about the industry and the profession. A lot of them are found to be inarticulate or lacking in soft skills in dealing with clients with different needs. The work of a Cosmetic Therapist requires an artistic touch along with medical safety. An understanding of the procedures, health and hygiene measures along with theoretical knowledge and exhaustive practical training will result in a skilled workforce of Cosmetic Therapists.

Who is a Cosmetic Therapist ?

A Cosmetic Therapist gets employed with dermatologists, hospitals, laser skin care clinics and spas. He/she needs to be aware of the basics of beauty therapy, health and hygiene, safety and needs to be knowledgeable about various beauty products.

What are the Job Prospects & Career Progression ?

Individuals can branch off into related specialisations such as skin care specialisation, Spa therapy, Nail technology, or become a Beauty Advisor

What are the Common Designations in various Industries Beautician, Beauty Therapist ?

Course Name: Cosmetic Therapist

Description: This course is aimed at training candidates for the job of "Cosmetic Therapist", in the

"Beauty and Wellness" industry. After successful completion of the course, the individual will be able to, schedule appointments for clients, understand different skin types and perform various skin care procedures such as massage, chemical peels, microdermabrasions, laser hair removal

Certification Partner: Beauty and Wellness

Eligibility: 8th - 10th pass

Cosmetic Therapist

Dermal Filler

- Temple Hollowing
- Reduce Dark Circles & Under Eye Hollowing
- Cheek & Face Shape Enhancement
- Smooth Lines Around The Lips & Mouth
- Jaw Slimming & Reshaping
- Down Turned Mouth & Smile Lift
- Lip Volume & Lip Line Definition
- Chin Definition & Reshaping
- Hand Hydration Treatment

Anti Wrinkle Injections

- Reduce & Alleviate Migraines
- Smooth Frown Lines & Forehead Wrinkles
- Brow Lift
- Smooth Crows Feet & Smile Lines
- Smooth Bunny / Nose Lines
- Jaw Reshaping & Slimming
- Soften Gummy Smile & Mouth Lines
- Chin Definition & Reshaping
- Smooth Neck Lines & Bands





The food and beverage industry is one of the highest paid industries in the hospitality service sector. The food and beverage service system has become an accepted way of life. The rising and disposable incomes in urban societies have given a huge impetus to the food and beverage industry providing large opportunities to professionals in this field. To feed this growing demand and to avert imbalance in the demand-supply chain, the need of the hour is to develop and augment this new age professional, the Food and Beverage Steward.

Who is a Steward ?

Also known as "Waiter", a Steward is responsible for serving food and beverages in a Restaurant, in Room Dining and Banquet functions, efficiently and in a courteous manner.

The role involves serving food and beverages to guests of the hotel, restaurant or banquet function. It entails greeting and seating of guests, taking down their orders, providing them with requisite tableware, food & beverage items, and any other related accompaniments and then clearing used dishes and settling the customer's accounts as per procedures.

What are the Job Prospects & Career Progression ?

The steward is the main point of contact between the customers and the establishment and plays an important role in a profession with increasing national and international status. Working in food and beverage service offers a wealth of opportunity for professional development and advancement for those committed to the hospitality industry and to working in food and beverage service, a fulfilling, exciting and enjoyable career awaits

Steward --> Caption --> Senior Caption --> F&B Service Manager

What are the Common Designations in various Industries ?

Waiter

Course Name: Assistant Steward

Description: Steward is a programme for those aspiring to join the hospitality sector.

Eligibility: 8th - 10th pass

Duration: 248 hrs

Application: THC/Q0301

Food & Beverage Service - Steward





The core functions of a hospital system with almost 40% of the medical and patient care that is d the hospital system is managed by nurses. Doctors account for another 20% of the workload. This workload on doctors and nurses can be offset by the introduction of General Duty Assistants.

A trained General Duty Assistant can decrease the workload and also add value to the value chain healthcare delivery system by handling some of the major functions involving patient care.

Who is a General Duty Assistant (GDA) ?

GDA is one who provides patient care and helps maintain a suitable environment. Some of the key r provide patient's daily care, comfort, safety and health needs.

A GDA works in collaboration with doctors and nurses and other healthcare providers and deliver t healthcare services as suggested by them. A GDA is result oriented. He/she demonstrates basic patient care skills, communication skills and ethical behaviour while working in the clinics in s

What are the Job Prospects & Career Progression ?

GDA --> Senior Care Assistant --> Supervisor --> GNM (General Nursing Midwife) / ANM - Auxillary Nursing Midwife --> Registered Nurse

What are the Common Designations in various Industries?

Bed Aide Assistant, Nursing Care Assistant, Nursing Aides, Orderlies working in a hospital enviro

Course Name: General Duty Assistant

Description: This programme is aimed at training candidates for the job of General Duty Assistant in the health

Eligibility: 8th - 10th pass

Duration: 480 hrs

Application: HSS/Q5101

General Duty Assistant





Phlebotomy Technician (PBT) in the Health Industry is also known as Phlebotomist.

Brief Job Description:

Individuals in this job need to draw quality blood samples from patients and prepare those specimens for medical testing. It is the responsibility of a phlebotomist to make their patients pacified in order to be able to conclude the process of extraction and collection of blood in a smooth manner. Moreover, a phlebotomist should be an expert in the techniques and tricks involved in minimizing the pain and discomfort of the procedure when extracting their blood. The observations of the physical state of the patient are also noted by the phlebotomists and the extracted blood is marked with the correct specification to curb the chances of it getting lost.

After completing this programme, participants will be able to:

- Acquire knowledge about the healthcare sector and diagnostic services
- Demonstrate the ability to perform clinical skills essential in providing basic diagnostic services such as correctly collect, transport, receive, accept or reject and store blood /urine/stool and tissue samples, etc.; update patient records; etc.
- Practice infection control measures
- Explain techniques to maintain the personal hygiene needs
- Describe actions in the event of medical and facility emergencies
- Describe professional behavior, personal qualities and characteristics of a Phlebotomy Technician
- Explain good communication, communicate accurately and appropriately in the role of Phlebotomy Technician

Eligibility: Class XII in Science

Duration: 360 hrs

Phlebotomy Technician



After completing this programme, participants will be able to:

- Describe the role of a Home Health Aid and verbalize the roles of various healthcare providers.
- Demonstrate the ability to perform clinical skills essential in providing basic healthcare services.
- Demonstrate professional behavior, personal qualities and characteristics of a Home Health Aid.
- Apply principles of patient rights in a various simulated situations.
- Demonstrate communication process of a home health aid, which also reflects professional appearance and a positive attitude.
- Practice infection control measures.
- Demonstration of various positions used for the patient for reducing complications.
- Demonstrate safe and efficient interventions for patient safety.
- Demonstrate techniques to maintain the personal hygiene needs of a patient.
- Demonstrate techniques to meet the elimination pattern of patients.
- Obtain accurate measurements of parameters required of patients.
- State principles of nutritional support of the patient.
- Demonstrate actions in the event of medical and facility emergencies.
- Apply the skills for geriatric/paralytic/ immobile patient to cope with changes to their health and well-being.
- Discuss the role of a basic healthcare provider and verbalize the roles of various healthcare providers.
- Demonstrate techniques to maintain the personal hygiene needs of a patient.
- Practice infection control measures.
- Demonstrate the ability to perform clinical skills essential in providing basic healthcare services. Home

Course Name: Home Health Aid

SECTOR: Healthcare

SUB-SECTOR: Allied Health & Paramedics
Home Health Aide

Home Health Aid





Frontline Health Worker

After completing this programme, participants will be able to:

- Have knowledge about their job profile and how they are different from other community health workers.
- Assist the village health, sanitation and nutrition committee in various issues pertaining to village health and environment.
- Provide effective healthcare advice on issues like STDs, STI/ RTI, HIV/AIDS and other infectious diseases.
- Provide antenatal/ intra-natal/ post- natal care in addition to new born care and child health.
- Address issues related to adolescent health, nutrition and personal hygiene.
- Assist other health care workers working in the community.
- Provide information about the indigenous forms of medicine.

Course Name: Frontline Health Worker

SECTOR: Healthcare

SUB-SECTOR: Allied Health & Paramedics

SNAPSHOT OF SOME



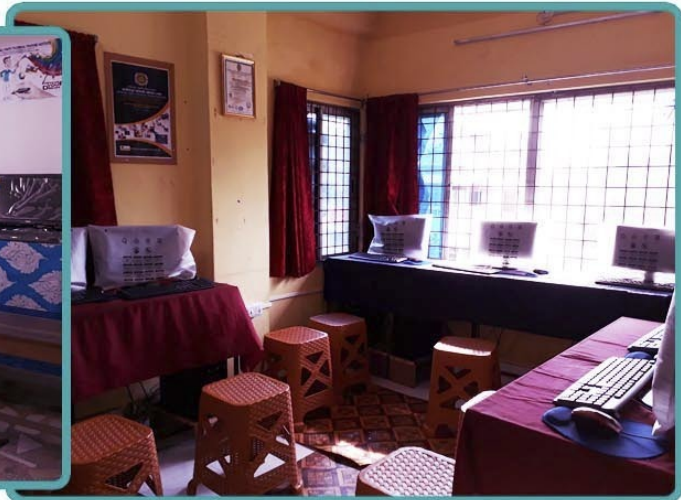
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SNAPSHOT OF SOME



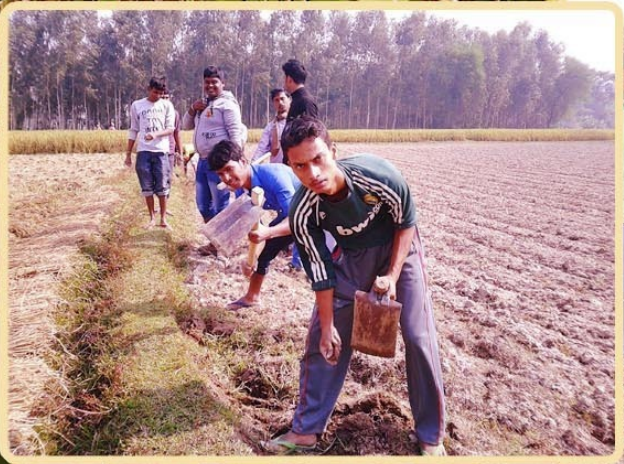
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TRAINING PHOTOGRAPHS



TRAINING PHOTOGRAPHS



TRAINING PHOTOGRAPHS



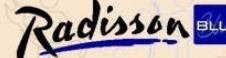
TRAINING PHOTOGRAPHS



A FEW PLACEMENT PARTNERS



Member ITC's hotel group

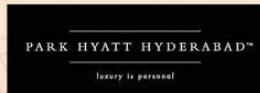


MGM

BEACH RESORTS



Thomas Cook



ITC HOTELS

RESPONSIBLE LUXURY

ITC GRAND CHOLA CHENNAI

The glory lives on.



kotak
Kotak Mahindra Bank



SHOPPERS STOP

START SOMETHING NEW

BIG BAZAAR

Khadim's

Reliance Industries Limited

TRENDS

Reliance MART



OUR ATC

1. SILIGURI, H.O.
2. ASHOKENAGAR
3. BADANGANJ
4. BAGNAN
5. BAITOL
6. BALLY-DURGAPUR
7. BALURGHAT
8. BANKURA TOWN
9. BHADUTALA
10. BISHNUPUR
11. CHATTA-MAHESHTALA
12. AMTALA
13. DAKSHIN BARASAT
14. DANKUNI
15. DEBRA
16. DESHRA
17. DUBRA
18. EGRA
19. ENAYETPUR
20. GARBETA
21. GARH JOYPUR
22. GHATAL
23. GOJINA
24. GOURA
25. HABRA
26. HALDIBARI
27. HERIA
28. HOWRAH
29. JAIGAON
30. JALPAIGURI TOWN
31. JHARGRAM
32. JAYRAMBATI
33. KACHARI, GODAPIASAL
34. KALCHINI
35. KALYANI
36. KAMARPUKUR
37. KATJURIDANGA
38. KHANAKUL
39. KHIRPAI
40. KOTULPUR
41. KOTULPUR, NETAJI MORE
42. KRANTI
43. MADARIHAT
44. MALBAZAR
45. MALDA
46. MANBAZAR
47. MARISHDA
48. MAYNAGORE
49. MAYNAPUR
50. MOHANPUR, BAGDA
51. MOHAR
52. NAGRAKATA
53. NARIDANA, BARUIPUR
54. NATUNGRAM
55. NAYAGRAM
56. NIKUNJAPUR
57. ONDA
58. PANCHMURA
59. PANCHMURA COLLEGE
60. PATRAHATI, ONDA
61. P. MORE, BANKURA
62. RAIPUR-MAHESTALA
63. RAMPURHAT
64. RAMTARAK-MECHEDA
65. RATANPUR
66. SINGUR
67. SALTORA
68. SITHOLE
69. SONAKHALI
70. SUNDARPUR
71. TAJPUR, AMTA
72. TARAKESWAR
73. UDAYNARAYANPUR
74. BHARATNAGAR, Siliguri
75. KRANTI

Our Documents

SAMPLE OF STUDENT CERTIFICATE

NYTTI CERTIFICATE

Serial No. : 2972

NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE
(A initiative of Institute Of Technical Education & Career-ITEC, an Autonomous Institution registered under LT Act 1982)
AN ISO 9001:2015 CERTIFIED INSTITUTE under section 17 Reg. No. 00374 Govt. of India.

Certificate of Excellence

Regn. No. : NYTTI-WBDRJ-SGR140-159

Student Details:
Student name: **DEBASIS NANDA GOSWAMI** Date of Birth : **7.03.1984**
S/o, D/o or W/o : **BENIMADHAB NANDA GOSWAMI**
Course Name : **DIPLOMA IN HOSPITAL MANAGEMENT (DHM)** Duration : **36 MONTHS**
Course in the period of : **JANUARY 2016 to DECEMBER 2018** Date of Issue : **25.01.2019**

Centre Details:
NYTTI -SILIGURI SKILLS & HOTEL MANAGEMENT INSTITUTE,
DARJEELING; CODE NO. WBDRJ-SGR140

Performance Statement

Course Modules Covered	Percentage
DIPLOMA IN HOSPITAL MANAGEMENT (DHM) Clinical, Diagnostics and Therapeutic services; Organization and management of the hospital; Introduction to Management-I; Support and utility services and risk management; Introduction to Management-II; Health system management Project	87 %
Month & Year of Examination held DECEMBER 2018	Grade A

Director: _____ CENTER-IN-CHARGE: _____ Prepared by: _____

A* = 90%-100%, A = 80%-89%, B+ = 70%-79%, B = 60%-69%, C = 50%-59%, D = 40%-49%

Corporate Office : 116, USANKEL, ANHANGAR, POST - KULANGAN, PIN - 743372, NORTH 24 PWS WEST BENGAL
Email: nytti@nytti.in / nytti@gmail.com
Website: www.nytti.in

ITEC Skill Oriented Certificate

Serial No. : 00000

Regn No : ITEC-WBSP-AMTL108-000

करीगरी और व्यवसायिक शिक्षा संस्थान
Institute of Technical Education and Career
Itec Healthcare Institute
An Autonomous Institution registered under LT Act, section 17 Reg. No. 00374, Govt. of India
Empowered under WBSCVESD through PPSD & MSME, Govt. of India
AN ISO 9001:2015 CERTIFIED INSTITUTE

Certificate Of Excellence

STUDENT NAME : **CHANDRA KANTA DAS** ROLL NO : **1600**
S/O, D/O or W/O : **GOUR HARI DAS** SESSION : **SEPT 2019**
COURSE NAME : **CERTIFICATE IN NURSING ASSISTANT** DURATION : **12 MONTHS**
COURSE IN THE PERIOD OF : **MARCH 2019 TO FEBRUARY 2020**

Performance Statement

Course Code	Course Modules Covered	Theory Marks	Practical Marks	Total Marks	Percentage

Month & Year of Examination Held : February 2020 Grade : A

Issue Date : 05.03.2020

Director: _____ Controller of Examination: _____

A* = 90%-100%, A = 80%-89%, B+ = 70%-79%, B = 60%-69%, C = 50%-59%, D = 40%-49%

Empaneled Under CSW, Govt. Of India.

Central Social Welfare Board

My Account Logout AWEDAN

Welcome! NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE

List of Forms

NGO ID: **WB/00048596**
NGO Name: **NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE**
Financial Year: **2015-16**

Search Reset

Acknowledgment No.	Programme Name	Status	Applied Date	Financial Year
Displaying 0 of 0.				

Note: Click on Acknowledgment Number to view the Form.

LETTER FROM DIRECTORATE OF EMPLOYMENT EXCHANGE

Govt. of West Bengal

**GOVERNMENT OF WEST BENGAL
Labour Department
DIRECTORATE OF EMPLOYMENT
67, Bentinck Street, 4th floor, Kolkata – 69**

No.3E-3(Genl)/2011/8214B

Dated:

15 DEC 2011

**To
The Director,
Institute of Technical Education & Career,
188/2, NewAlipur, Block - J, Kolkata -700 053**

Sub: Recording of Computer Certificates issued by private
Institutes / organizations at Employment Exchanges.

Ref: Your office memo no. ITEC/011/11-12 dtd. 24.11.11.

Sir,

In response to your above referred office memo no. this is to inform you that all the Employment Exchanges in West Bengal have been directed by this Directorate's memo no. 3E-3(Genl)/2005/1437-562T dated 01.8.08 to accept computer certificates for registration purpose at the exchanges irrespective of the status of the institutes / organizations issuing such certificates provided, the courses duration should be of minimum 6(six) months and the institute should be reputed and bonafied.


Accordingly, candidates approaching the Employment Exchanges with minimum 6(six) months computer course certificates issued by any bonafied institute are being registered by the exchanges.

 15/12/11

**Addl. Director of Employment,
West Bengal.**

OUR DOCUMENTS



Planning Commission,
Govt. of India

 Planning Commission Government of India				
Name of VO/NGO	Planning Commission Unique ID/Registration No	Name of Chief Functionary	Address	Sectors working in
NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE (NYTTI)	WB/2015/0238815	MANAS BHAT-TACHARJEE	Shibmandir Mkt. Complex (Top Floor), Kadamtala, Siliguri, Darjeeling-734011.	VOCATIONAL TRAINING


Participating Ministries/Departments/Government Bodies:

- Ministry of Culture
- Ministry of Health & Family Welfare
- Ministry of Social Justice & Empowerment
- Ministry of Tribal Affairs
- Ministry of Woman & Child Development
- Department of Higher Education
- Department of School Education & Literacy
- National AIDS Control Organization (NACO)
- Council for Advancement of People's Action and Rural Technology (CAPART)
- Central Social Welfare Board (CSWB)
- Department of Youth Affairs

Name of Organization: NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE

Logo:  Seal: 

Web Link: www.nytti.in


Government Of West Bengal
Office Of the A.R.A. - III KOLKATA
District-Kolkata

Endorsement For Deed Number : IV - 00374 of 2015
 (Serial No. 00567 of 2015 and Query No. 1903L00000807 of 2015)

On 19/01/2015

Certificate of Admissibility(Rule 43,W.B. Registration Rules 1962)

Admissible under rule 21 of West Bengal Registration Rule, 1962 duly stamped under schedule 1A, Article number : 58A, 64A of Indian Stamp Act 1899.

Payment of Fees:

Amount By Cash
 Rs. 106.00/-, on 19/01/2015
 (Under Article : A(1) = 99/- ,E = 7/-, on 19/01/2015)

Certificate of Market Value(WB PUVI rules of 2001)

Certified that the market value of this property which is the subject matter of the deed has been assessed at Rs.-10,000/-

Certified that the required stamp duty of this document is Rs.- 525 /- and the Stamp duty paid as: Impressive Rs.- 550/-


Presentation(Under Section 52 & Rule 22A(3) 46(1),W.B. Registration Rules,1962)

Presented for registration at 12.10 hrs on :19/01/2015, at the Office of the A.R.A. - III KOLKATA by Manas Bhattacharjee ,Executant.

Admission of Execution(Under Section 58,W.B.Registration Rules,1962)

Execution is admitted on 19/01/2015 by

- Manas Bhattacharjee
 Settlor, Institute Of Technical Education & Career (I T E C) , 47 G, Pottery Road, Kolkata, District:-, WEST BENGAL, India, Pin :-700015.
 , By Profession : Others
- Manas Bhattacharjee, son of Bijay Bhattacharjee , 50/46/2, Abhyay Bidyalanak Road, Behala, Thakurpukur, Kolkata, District:-South 24-Parganas, WEST BENGAL, India, Pin :-700060, By Caste Hindu, By Profession : Others
- Sikha Bhattacharjee, daughter of Panchanan Chakraborty , 50/46/2, Abhyay Bidyalanak Road, Behala, Thakurpukur, Kolkata, District:-South 24-Parganas, WEST BENGAL, India, Pin :-700060, By Caste Hindu, By Profession : Others
- Chiradeep Ghosh, daughter of Patil Paban Ghosh , 26/5, Kalpukur Lane, P. S. - Shibpur, District:-Howrah, WEST BENGAL, India, Pin :-711102, By Caste Hindu, By Profession : Others


 Additional Registrar of Assurance-III
 (Sanatan Maity)
ADDITIONAL REGISTRAR OF ASSURANCE-III

19/01/2015 13:00:00 EndorsementPage 1 of 2



6/18/2020

<https://udyogaadhaar.gov.in/UA/PrintAcknowledgement.aspx>

		भारत सरकार Govt. of India सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES																			
		उद्योग आधार 		Udyog Aadhaar 																	
E		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Type of Enterprise</td> <td>Micro</td> <td>Small</td> <td>Medium</td> </tr> <tr> <td>Manufacturing</td> <td>A</td> <td>B</td> <td>C</td> </tr> <tr> <td>Services</td> <td>D</td> <td>E</td> <td>F</td> </tr> <tr> <td>UAM No.</td> <td colspan="3" style="color: red; font-weight: bold;">WB10E0040173</td> </tr> </table>		Type of Enterprise	Micro	Small	Medium	Manufacturing	A	B	C	Services	D	E	F	UAM No.	WB10E0040173				
Type of Enterprise	Micro	Small	Medium																		
Manufacturing	A	B	C																		
Services	D	E	F																		
UAM No.	WB10E0040173																				
Udyog Aadhaar Registration Certificate Udyog Aadhaar Number: WB10E0040173 Name of Enterprise: INSTITUTE OF TECHNICAL EDUCATION & CAREER ITEC																					
Location of Plant Details																					
SN	Flat/Door/Block No.	Name of Premises/Building Village	Road/Street/ Lane	Area/Locality	City	Pin	State	District													
1	50/46/2	Institute of Technical Education & Career ITEC	Abhay Bidyalankar Road, Parnashree Pally, Behala	Behala	Kolkata	700060	WEST BENGAL	KOLKOTA													
Official Address of Enterprise																					
		District	KOLKOTA	State	WEST BENGAL	PIN	700060														
		Mobile No:	9073029705	Email:	itec.wb@gmail.com																
Date of commencement		19/01/2015																			
Major Activity		SERVICES																			
Enterprise Type		Small																			
Previous Registration details-if any		::																			
National Industry Classification Code																					
SN	NIC 2 Digit	NIC 4 Digit	NIC 5 Digit Code	Activity Type																	
1	85 - Education	8549 - Other education n.e.c.	85499 - Other educational services n.e.c.	Services																	
Acknowledgement		Date of Filing	18/06/2020	Date of Printing	18/06/2020																
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NATIONAL YOUTH TECHNICAL TRAINING INSTITUTE

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Corporate Office :

856/3, KANKPUL, ASHOKENAGAR,
POST - KALYANGARH, PIN - 743272,
NORTH 24 PGS, WEST BENGAL

Email (For Gen. Enq.) :
itec.wb @gmail.com

Helpline No. :
+91-7699990296
/ 7872871955

