

# भारतीयप्रौद्योगिकीसंस्थान (भारतीयखनिविद्यापीठ), धनबाद Indian Institute of Technology (Indian School of Mines), Dhanbad

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## PRESS RELEASE

### Three-day Induction Training programme kick starts at IIT(ISM) Dhanbad

The three-day Induction Training Programme on the General Administration, Conduct Rules, Finance & Accounts, E-office, GeM, Students welfare, Vigilance, RTI and various other service matters for 65 newly appointed non-teaching employees ( Junior Assistants) of IIT (ISM) Dhanbad, has been inaugurated today by Prof Rajiv Sekhar, Director of the institute at Management Hall.

Speaking during the occasion, Prof Shekhar said that the training programme will help the training will to enhance the skills and competencies of newly joined Junior Assistants.

Prof. K.K.Singh, Dean (Administration) shared his experience with all the participants and elaborated about the significance and relevance of the training. Prabodh Pandey, Registrar (Acting), who is the course director and Sanjay Kumar Singh, Deputy Registrar(Establishment) were also present during the inaugural function and they later guided the trainees during the different sessions.

Notably, the Junior Assistants were handed over the offers of appointments at the recently held Rozgar Mela chaired by the Hon'ble Prime Minister Mr. Narendra Modi. The training is aimed at enriching and enhancing the competencies of the new entrants, which are imperative for performing the functions of the posts effectively and efficiently. The objective of training is to develop a skilled and efficient workforce that will be able to fulfil the goal, vision and mission of the Institute. The course module of the training programme has been designed in such a manner that the participants get requisite knowledge, skills, attitude and aptitude to effectively perform the functions they are entrusted with, in this Institute.

All the participants are being imparted the training with an aim to equip them with the competencies which encompass a gamut of good attributes and traits, which are required to serve the best interest of the Institute and the nation as well. In the three day training programme, well-qualified and experienced resource persons will be delivering lecture based instructions and digital presentations to the trainees.

The training will enable employees, who joined the Institute at the entry level, to get familiarised and acquainted with all the intricacies of the assigned tasks, nitty-gritty of the rules and regulations and so on. This training programme will also help employees learn different skill sets to perform their daily tasks efficiently, improve overall performance, develop efficiency in their job, and avoid violations of rules and regulations. It is aimed that this training will catapult the trainees into a position where they can do their job correctly, effectively, and conscientiously.

During three-day training programme, apart from lecture based instructions and digital presentations, evaluation and certification of the induction training programme will also be carried out

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