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.
Portal Overview

National Career Portal

Employers

Demand

Content Service Provider

Employers

Supply

Job Seekers

Model Career Center

Skill Providers

Verification Agencies

Counselor Network
Portal Users
Bringing Talent Closer to Opportunities...

- Job Seeker
- Employer
- Career Center / Placement Agency
- Verification Agencies
- Skill / Training Provider
- Counsellor
- Local Service Provider
- DGE&T Admin and Users
Portal Home Screen
Register as a Job Seeker

Job Seeker Login on NCS Portal

Job Seeker Updates his/her profile

Scheduled Search Crawl run in background

NCSP Home Page

Job Seeker views the job in Recommended Jobs on Landing page

Employer Login to NCS Portal

Search Candidate By Job

Post job

Search Candidate (Returns the Count of Candidates)

Register as Employer

Job Seeker searches for the job & View it in results alternatively.

Employer receives the response

Job Seeker Applies for Job

Employer views the Profile of JobSeeker who had applied

Job Seeker Views applied jobs

Employer Sends Interview

Job Seeker Applies for Job

Employer receives the response

Job Seeker views the job in Recommended Jobs on Landing page

Employer views the Profile of JobSeeker who had applied

Employer Sends Interview

Job Seeker receives Notification for Interview
Job Seeker Section
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 freshers) / job switch
• Search and apply for jobs, job fairs, training programs, career exhibitions
• Contact Local Service Provider
• Email / SMS Notifications
Job Seeker Registration & Post Login Screen

Registration Form

Profile Form
Job Seeker Registration & Post Login Screen

Search Jobs

- Keyword
- Location
- Work Experience: Min, Max
- Location
- Sector: All Sectors
- Expected Salary: Salary Type (Monthly), Industry (Automobile, Banking/Insurance, Building and construction, Information Technology)
- Job Nature: —Select—
- Gender: Any
- Shift Timings: —Select—

Clear, Search, Reload Search, Save Search Criteria
Job Seeker Registration & Post Login Screen

Job Preferences Settings
Employer Section
Employer
Govt./PSU/Private/Staffing Organizations with administrator and user role provisioning

Registration, Login and other employer specific activities

- Online / Offline 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
Employer Registration & Post Login Screen

Registration Form (2/2)

- District*: Select
- Taluka/Tehsil*: Select
- City/Village*: Select
- Pincode*
- Phone: Country Area Code Phone Extension
- Mobile*: +91 10 digit number
- Company Email*: example@name.com
- Company Website URL: www.name.com
- Registration Number*

Identity Information

- PAN Number: Either PAN or TAN is mandatory
- TAN Number

Contact Details

- Aadhar Number
- Person Name*
Employer Registration & Post Login Screen

Post Login Screen

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

Search a Candidate

* This screenshot is a partial snapshot view
Career centers / Placement agencies
Career centers / Placement agencies

Center administrator, employment exchange officers, Voluntary counselors/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

* Phase 2
Employer Registration & Post Login Screen

Registration Form

Identity Information
- PAN Number
- TAN Number

Contact Details
- Person Name*
- Contact Number
- Mobile*
- Email*
- Contact Designation*
- Password*
- Retype Password*

Miscellaneous
- Year of Incorporation*
- Area of Operation (td)
- Key Activities
- Enter Security Code*
- I'm not a robot

I agree to terms and conditions
Submit  Cancel
Skill / Training providers
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

* Phase 2
Counsellors
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

* Phase 2
Local Service Providers
Local Service Providers
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

* Phase 2
LSP Updates Profile

Org Search for LSP

Notification Sent to LSP

Organizations Submit Request

NCSP Users visit LSP Availed Section

Feedback is Submitted for LSP Services
Verification Agencies
Verification Agencies
Administrator, Third party verification agencies

Registration, Login and other activities

• Search Skill Training Seekers, Employers *
• View Job Seekers, Employers details *
• Verify and update status of Job Seekers, Employers *
• Information on Government programmes related to employment and training *
• Email / SMS alerts, notifications *

* Phase 2
DGE&T Call Center
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. 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, Counselor, 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
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Sample Dashboard – Map View
Thank you