



NOTIFICATION

Subject: Empanelment of Skill Assessors for conducting Practical Assessment of students opting Skill courses in Classes IX – XII (NSQF L-1 to L-4) in CBSE affiliated Schools.

In order to upgrade the skills and proficiency of the young generation and also to provide them awareness to explore about various career options the Central Board of Secondary Education offers the following Skill Courses in different sectors:

Skill courses being offered at Secondary level (NSQF L- 1 & 2):

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|--------------------------------------|-----------------------------------|
| 1. Retail | 9. Food Production |
| 2. Information Technology | 10. Front Office Operations |
| 3. Security | 11. Banking & Insurance |
| 4. Automotive | 12. Marketing & Sales |
| 5. Introduction to Financial Markets | 13. Health Care |
| 6. Introduction to Tourism | 14. Apparel |
| 7. Beauty & Wellness | 15. Media |
| 8. Agriculture | 16. Multi Skill Foundation Course |

Skill courses being offered at Senior Secondary level (NSQF L- 3 & 4):

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| 1. Retail | 21. Media |
| 2. Information Technology | 22. Taxation |
| 3. Web Application | 23. Cost Accounting |
| 4. Automotive | 24. Office Procedures & Practices |
| 5. Financial Markets Management | 25. Shorthand (English) |
| 6. Tourism | 26. Shorthand (Hindi) |
| 7. Beauty and Wellness | 27. Air-Conditioning & Refrigeration |
| 8. Agriculture | 28. Medical Diagnostics |
| 9. Food Production | 29. Textile Design |
| 10. Front Office Operations | 30. Design |
| 11. Banking | 31. Salesmanship |
| 12. Marketing | 32. Music Production |
| 13. Health Care | 33. Business Administration |
| 14. Insurance | 34. Food Nutrition & Dietetics |
| 15. X-Ray Technician | 35. Mass Media Studies |
| 16. Horticulture | 36. Library & Information Science |
| 17. Typography & Computer Application | 37. Fashion Studies |
| 18. Geospatial Technology | 38. Applied Physics |
| 19. Electrical Technology | 39. Applied Chemistry |
| 20. Electronic Technology | 40. Applied Mathematics |

Many of these courses are offered in collaboration with the professional organizations. With these skill courses CBSE envisions to impart the procedural knowledge and skills to the students that will enable students to excel and emerge successful in real situation of both work and life.

As per the policy of National Quality Assurance Framework (NQA) of NSDA, the Board has decided to empanel the Certified Assessors amongst professionals having good knowledge and experience of how qualifications are taught and assessed, such as

- Experienced teachers and trainers of School / Colleges / Universities
- Senior examiners
- Professionals from relevant associations and communities
- Professionals in assessment
- Professionals from industry involved in training and assessment.



Qualification and experience requirements

	EDUCATIONAL QUALIFICATION	EXPERIENCE
COMPULSORY	The qualifications for Vocational teachers at Secondary and Senior Secondary level (as per CBSE) in the relevant discipline or in a suitably related area.	<ul style="list-style-type: none">• Should have minimum 3 years of experience in their professional fields• Should have passed the training/ RPL on the same qualification (same level) for which s/he is planning to conduct assessment.
DESIRABLE	Evidence of continuing professional development in one's own area of expertise, including <ul style="list-style-type: none">• Additional qualifications (both academic and professional)• Membership of professional bodies, subject associations or equivalent• Completed training on Qualification designed for Assessors (preferably NSQF aligned Assessors Qualification)• Published articles, papers or other works in the relevant field.	<ul style="list-style-type: none">• Training / experience in assessment activities and practices will be an added benefit.• Completed/ undergone Training of Assessors (TOA) programme in relevant subjects.

Assessors/ Teachers/ experts can provide their current association with Training Center/ SSC/ School/ College.

Key responsibilities

- Demonstrate skills like Knowledge and understanding, Analytical thinking, Interpersonal skills, Self-awareness, Teamwork, Communication and IT literacy among others
- Assist in preparing the assessment environment and the candidates for assessment.
- Adhere to the guidance and procedural framework laid down by the CBSE when carrying out and reporting on the outcomes of the assessment.
- Maintain confidentiality of information at all times: while engaged in training and standardization, during and post the live assessment sessions.
- Make professional judgments of students' performance on the basis of observed demonstration of skills, application of knowledge & understanding and in line with the required standard of performance.
- Manage the assessment session in such a way to avoid undue advantage/ disadvantage being given to students.

The interested Assessors/ Experts/ Teachers can fill in the online application form using the link: <https://goo.gl/forms/eVxpAFCVDsfqXjrA2> and submit it latest by **20th September 2018**.

A certified hard copy can be sent to the office of Sh. R. P. Singh, Joint Secretary (Skill Education), CBSE, Department of Skill Education, 'Shiksha Sadan', 17- Rouse Avenue, New Delhi – 110002.

In case of any query kindly email to skillassessors.cbse@gmail.com


Dr. Biswajit Saha
Director (Skill Education & Training)



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

Copy with a request to respective Heads of Directorates/KVS/NVS/CTSA as indicated below to also disseminate the information to all concerned schools under their jurisdiction:

1. Director General, National Skill Development Agency, Kaushal Bhawan, B-2, Pusa Road, Metro Pillar No. 95, Near Karol Bagh Metro Station, New Delhi – 110005
2. CEO, National Skill Development Corporation, 301-306, 3rd Floor, West Wing, World Mark 1, Aerocity, New Delhi – 110037
3. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016.
4. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.
5. Director, CII, Ground Floor, IETE Building 2, Institutional Area, Lodi Road, New Delhi-110003
6. Secretary General, FICCI, Federation House, Tansen Marg, New Delhi-110001
7. President, The Associated Chambers of Commerce and Industry of India (ASSOCHAM) Corporate Office,5, Sardar Patel Marg, Chanakyapuri, New Delhi - 110021
8. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054
9. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160 017.
10. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim – 737101.
11. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar – 791 111
12. The Director of Education, Govt. of A&N Islands, Port Blair - 744101.
13. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O. 744103, A & N Islands.
14. The Secretary, Central Tibetan School Administration, ESS Plaza, Community Centre, Sector-3, Rohini, Delhi- 110085.
15. The Additional Director General of Army Education, A –Wing, Sena Bhawan, DHQ, PO, New Delhi-110001.
16. The Secretary AWES, Integrated Headquarters of MoD (Army), FDR Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010.
17. The Under Secretary,(SE-III), Ministry of Human Resource Development, Shastri Bhawan, New Delhi
18. PS to Chairperson, CBSE
19. PS to Chairman, AICTE, New Delhi
20. PS to Chairman, UGC, New Delhi
21. SPS to Secretary, CBSE
22. SPS to Controller of Examinations, CBSE
23. SPS to Director (Information Technology)
24. SPS to Director (CTET), CBSE
25. SPS to J.S. & OSD (NEET), CBSE
26. The Sr. Public Relations Officer, CBSE
27. All Regional Directors/ Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
28. The Hindi Officer, CBSE
29. The Officer in charge of I.T. with the request to put this circular on the CBSE websites.

Director (Skill Education & Training)

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