

Dear Madam/Sir,

Greetings from TATA CONSULTANCY SERVICES!

We appreciate the interest shown by you in increasing the employable skills among the non-engineering graduates. Please find below details about the program and the process to be followed.

### About the program:

The Youth Employment Program (YEP) stems from the Tata Affirmative Action Program (TAAP) under the CSR umbrella and has been driven since 2011 addressing the challenge of unemployment within India. TCS believes that given the right opportunities and learning skills, even those from socially and economically under-privileged families, will be able to showcase their potential, join the mainstream economy, and shall have a dignified life. The program aims at providing Free Employability Training for the SC/ST and other economically weaker candidates. The program also supports the youth for guiding them for internal (in TCS) and external opportunities for their jobs. We mobilize these youth by partnering with Colleges, Universities, NGOs, Corporate Foundations, Religious Trusts, Government Bodies and Tata Group companies. In terms of geographic reach, the program is currently operating in over 30 states / UTs. Nearly 13,000 have got jobs in TCS. About 10,000 have gained meaningful employment in other companies.

The training has led to lifting out over 2,500 families out of poverty annually. Families of the beneficiaries get access to better nutrition, health care, support for sibling's education, access to water and sanitation, better housing. Overall, better standard of living – as in the case of Biki Minj, whose father had passed away while she was still in her mother's womb. Hailing from a tribal, homeless, tea garden laborers family, today Biki takes care of her mother, and they have a home, and guaranteed three meals a day.

The Youth Employment Program is poised for major scale up from present 15,000 per annum coverage to over a million per year. By leveraging digital capabilities of TCS, it would benefit 10 million by 2030. You too can join us in this great journey. There is a space for everyone to contribute, and to build on the belief of your own and the life of others.

### Training details:

The training will be of about 100 hours, covering standard modules prepared by TCS on Business Skills, Communication Skills, Quantitative Aptitude, Logical Reasoning, Computers, Interview Skills, Resume Writing to name a few.

This would be followed by trainings on specific domains. Additionally, trainees will also be guided to take up Free Self-Learning Courses such as those offered by TCS iON portal.

### Cost of Training:

Free

### Training Duration and Mode:

The training will be online for 45-50 working days, 2 hours/day, Mon – Sat.

(Please note – COVID alert: In case of physical mode of training students must be seated in a large room at least at 2m from each other. All of them should be wearing masks and need to carry hand sanitizers. Additionally all candidates must be vaccinated with at least one dose)

### **Post Training Certification:**

Trainees will receive a digital certificate of participation and completion from TCS which will stand as a testimony and accreditation of their employability prospects in the corporate world.

### **Employment Opportunity:**

**All YEP candidates will get two opportunities:**

1. Apply for TCS job through TCS TAG enabled proctored test
2. Apply for jobs in other companies and TCS through TCS National Qualifier Test (NQT)

In addition, the trainee shall be guided and encouraged to also apply in job market as per suitable vacancies available for freshers across the industries by going through the standard process, as and when the same gets scheduled.

Candidates interested in entrepreneurship will be guided separately.

### **Prerequisites to commence the training program:**

1. Training Batch Count:
  - a. Minimum of 50 students per batch in digital mode of training.
2. Training Batch composition:
  - a. Socially Weaker Section: 40% of the batch (SC/ST)
  - b. Economically weaker section: Annual family income less than 6 Lakh per annum.

### **Eligibility:**

1. Any non-engineering graduate fresher from arts, commerce, or science backgrounds (BTech and BE are not eligible).
2. Age: Should not exceed 28 years of age.
3. Mode of Education: Regular. Distance Education is not allowed.
4. Year of Passing: 2020, 2021 or those in final year.
5. Those pursuing/completed masters in full time mode are Not Eligible
6. Availability of Smartphone/Tablet/Laptop/Desktop with proper internet connectivity for digital training

### How to start the training?

**Step 1:** Share Institution / Organization details in the excel format attached in this email. This must be done prior to starting any training batch.

**Step 2:** Students who wish to enrol should express their interest by sharing basic information with you in an excel format attached in this email. This excel sheet must be shared with us once all the information is collected. We shall do a preliminary check for eligibility.

**Step 3:** List of eligible candidates will be shared by us with you. We request you to create a Whatsapp group with the shortlisted candidates.

**Step 4:** Our "Training Engagement Team" will get connected with you and enable **Pre-Training Readiness Check** with the eligible candidates.

**Step 5:** On successful completion of **Pre-Training Readiness Check** the training engagement team shall allocate the trainer and the training will start after consultation with you.

Looking forward to working with you in enabling the program.

### Actionable:

1. Kindly share organization/institution details of the university. (Format attached)
2. Requesting number of Non-Engg colleges within the university, tentative date when the program can be enabled along with estimated count of trainees in each of the colleges.
3. Organization/institution details of the individual colleges along with list of trainees in the prescribed format can be shared once required numbers are met. (Format attached)

Warm Regards,

Sunil Baraily  
Youth Employment Program  
Corporate Social Responsibility  
Tata Consultancy Services  
Ph: +91 62006 02151  
Mail to: [sunil.baraily@tcs.com](mailto:sunil.baraily@tcs.com)