

Punia Consultancy LLP is an Assessment firm which has been working closely with the Apparel, Made-ups and Home Furnishings Sector Skill Council for more than a year. Recently, PCLLP got empanelled as an Assessment Agency with the Ministry of Textile Skill Development Initiative, Samarth. We look forward to hire more eligible and Qualified Assessors for Samarth.

### **What is Samarth?**

The Ministry of Textiles (MoT) has introduced a new scheme titled “Scheme for Capacity Building in Textile Sector (SCBTS)” which shall be known as “समर्थ (Samarth)”. The Samarth is launched with a view to transform the unskilled manpower to skilled workforce in various sectors like Garment, knitting, processing, manmade & synthetic fibres and other unorganised textile sector including Traditional sectors like Jute, Silk, Handloom, Handicraft & Carpet by running the certified skill development programme in these sub sectors across the country.

### **Who is an Assessor?**

An Assessor is a representative of the Assessment Agency who takes the test/assessment of the Trainees at the given Training Center. The Assessment includes Theory and Practical Sections. The Assessor is required to mark the test papers and practical samples and submit the marks to the Assessment Agency for further upload on the portal on the same day.

Apart from taking the test, the Assessor is also required to check and verify the identity of trainees by checking Aadhaar cards and mark their attendance on the given attendance sheet.

All the documents related to the assessment are submitted to the Assessment Agency as evidence of the Assessment held within 2 days of the assessment.

### **Who can be an Assessor?**

#### **Eligibility Criteria for Assessor**

The essential criteria for an Assessor are as under,

- a) Applicant Assessor shall have recognized Degree/ Diploma (Minimum of Three year duration) in the field of Textile sectors, sub sectors and trades.
- b) Relevant experience in the area of specialization in Textile sectors, sub sectors and trades. In case of educational qualification and experience, the requirement may be in such a way that their total qualification and experience duration should be 5 years or above. (for Ex. if 3 year diploma, 2 years experience, if 3/4 year of degree, 2/1 years of experience and so on).

The assessors who are approved by textile related Sector Skill Councils (SSCs) are considered as eligible assessors for accreditation for the same scope. Such eligible assessors are only required to attend the Training of Assessors (ToA) and would be exempted from appearing in the CEP. All the other proposed assessors are required to participate in ToA and clear the CEP organised by RSA for accreditation.

- c) In case of traditional sectors like Handicraft, etc, where formal degree or diploma education is not available, 10 years of production/field experience in the relevant subsector and trade will be taken as minimum eligibility criteria.

### **Work as an on-role assessor/freelancer?**

If the candidate fulfils the criteria of an assessor and successfully passes the Competency Evaluation Test (CET) organized by the RSA, the candidate may apply for a full-time position with PCLLP or may opt to be a freelancer with PCLLP. As a freelance/part-time assessor, PCLLP may call upon the Assessor subject to the availability of the assessor to conduct the assessment in his/her region.

Kindly note: An assessor can only work with one Assessment Agency he/she is initially proposed from. The RSA will disqualify any such assessor who tries to work for more than 1 assessment firm.

### **Payment Policy of PCLLP**

On-role Assessors shall be given negotiated salaries according to their experience and qualification.

Part-Time Assessors: The assessor shall be given the payment as per the no. of candidates appearing for the exam. (Eg. 30 candidates appeared in an assessment, the assessor shall be entitled to get payment for \*Rs.110X 30= Rs. 3300) **This shall be a whole-sum amount, no travel/print reimbursements will be made.**

\*Note: Currently, under other schemes of the govt., the assessors are being given Rs.110/- per candidate. The amount shall be increased and will be fixed soon for Samarth.

The courier/Speed Post charges for sending documents- Test papers, Attendance sheets and samples of the practical will be borne by the company on actuals, sent via Speed Post.

The Payments for assessments are done on monthly basis, i.e. at the end of each month for the assessments conducted within the month.

### **Upgradation for Samarth**

PCLLP is planning to upgrade its assessment platform from offline (pen and paper) to online mode (Tablets). The Assessor should be prepared to handle tablets and maintain the equipment. The assessor should have basic knowledge of computers and be tech-savvy and should be able to use the software provided by PCLLP.

We welcome applications for the post of Assessor with PCLLP.

Interested candidates may submit the attached form (enclosed) along with the scan copies of the required annexures.

For any query, please feel free to contact us at [infoatpcc@gmail.com](mailto:infoatpcc@gmail.com)

Thanks & Regards

Asmita Punia

Director

PCLLP

**FORM 9**  
**ASSESSOR PROFILE**  
 (To be filled in capital letters only)

NAME OF THE ASSESSMENT AGENCY	PUNIA CONSULTANCY LLP							Please Attach a pass port size Photo
NAME OF THE ASSESSOR								
ADDRESS OF ASSESSOR								
ASSESSOR MOBILE NO								
ASSESSOR E-MAIL								
Approved by any textile related SSC (Attach Proof)								
Scope of Accreditation (tick the relevant sub sector)	Garment	Knitting	Processing	Jute	Handloom	Silk	Handicraft &	Manmade Fibres
ASSESSOR EDUCATIONAL QUALIFICATION (Please attach attested copy of proof of qualification)								
Diploma/ Degree	Area of Specialization		Year of Passing	Board/ University		Remarks		
ASSESSOR EXPERIENCE DETAILS (Please attach attested copy of proof of experience)								
Sr.No.	Name of Employer		Designation	Department/ Section		Period of Service		
ASSESSMENT EXPERIENCE (Please attach attested copy of proof of experience)								
Sr.No.	Name of Employer		Area of Assessment	Period of Assessment		No. of candidates Assessed		
AADHAAR No.								
PAN CARD No.								
UNDERTAKING BY ASSESSMENT AGENCY	We undertake that Sh/Smt _____ is not involved in any of the training activities as trainer.							
NAME & SIGNATURE OF AUTHORIZED SIGNATORY WITH OFFICE SEAL/STAMP								

(Note: All information to be filled in Capital letters only)



## FORM -12 KNOW YOUR ASSESSOR (KYA)



### RESOURCE SUPPORT AGENCY

of Ministry of Textiles Government of India

(To be filled in capital letters only)

NAME OF THE ASSESSOR				Please Attach a pass port size Photo															
ADDRESS OF ASSESSOR																			
ASSESSOR MOBILE NO																			
ASSESSOR E-MAIL																			
ASSESSOR QUALIFICATION (Please attach attested copy of proof of qualification)																			
AADHAAR No.																			
PAN CARD No.																			
ASSESSOR SPECIMEN SIGNATURE	1	2	3																
UNDERTAKING BY ASSESSMENT AGENCY	We undertake that Sh/Smt _____ is not involved in any of the training activities as trainer with any of IA and as assessor with other Assessment Agency under समर्थ (Samarth)																		
NAME OF ASSESSMENT AGENCY	PUNIA CONSULTANCY LLP																		
NAME & SIGNATURE OF AUTHORIZED SIGNATORY WITH OFFICE SEAL/STAMP																			
<b>FOR RSA USE ONLY</b>																			
VERIFIED BY																			
APPROVED BY																			
ALLOTTED CODE OF THE ASSESSOR																			
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**Instruction while attending the programme:**

1) The photograph should be with white background and 70% of area of photograph should be covered by face.

2) Please attach a self attested copy of following documents

i) Aadhaar card

ii) PAN card

iii) Proof of Qualification in Textiles related field.

iv) Proof of Experience