

# HOSPITALITY TRAINING PROGRAMME

(Hunar se Rozgar)

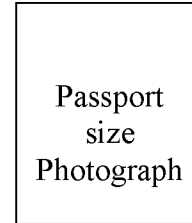
## Institute of Hotel Management, Shillong

(sponsored by the Ministry of Tourism, Government of India and affiliated to  
National Council for Hotel Management & Catering Technology)

### Application Form

1. Multi Cuisine Cook
  2. Craft Baker
  3. Food & Beverage Service - Steward
  4. Room Attendant
  5. Front Office
  6. Unarmed Security Guard
  7. Heritage Tour Guides
  8. Tour Guide
- (Tick appropriate box)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>



1. Name: \_\_\_\_\_

2. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

3. Present Address: \_\_\_\_\_  
\_\_\_\_\_

4. Contact Phone : \_\_\_\_\_

5. E-Mail : \_\_\_\_\_

6. Date of Birth:       Age:   Years

7. Educational Qualifications:  
(If any to be supported by a certificate issued by the school attended)

Sl. No.	Course Title	Duration	School/University	% Marks	Year of Passing

8. Experience:

Sl. No.	Organization	Post Held	Department	Date From	Date To	Total Duration D/M/Y

Certified that the above details are true and that if found incorrect my admission is likely to be cancelled.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

## Terms & Conditions

1. The training programmes will be open to youth in the age group of 18 to 28 years. However, those holding or pursuing Graduate level degree or diploma or still higher qualifications will not be eligible for admission to the programme.
2. The Education Qualification for the particular course are as follows:

Name of Course	Minimum Educational Qualification required	Duration of Training (by Training Provider + On the- Job Training (OJT))
Multi Cuisine Cook	8th Class Pass	700 Hours (500 Hours + 200 Hours OJT)
Craft Baker	8th Class Pass	240 Hours (240 Hours + OJT hours)
F&B Service -Steward	10th Class Pass	500 Hours (300 Hours + 200 Hours OJT)
Room Attendant	5th (Primary) Class Pass	500 Hours (300 Hours + 200 Hours OJT)
Front office Associate	12th Class Pass	540 Hours (340 Hours + 200 Hours OJT)
Unarmed Security Guard	8th Class Pass	160 Hours
Heritage Tour Guides	10th Class Pass	330 Hours
Tour Guide	10th Class Pass	420 Hours

3. A trainee with a minimum attendance of 80% will be paid lump sum incentive/stipend of Rs.1,500/- in respect of the Food & Beverage Service Steward, Room Attendant, Front Office Associate course, Heritage Tour Guides and Tour Guide and Rs.2,000/- in respect of the Multi Cuisine Cook, Craft Baker course and Unarmed Security Guard subject to his/her passing in the course.
4. The assessment and certification will be done by the respective Implementing Agencies as is being done now with one internal and one external examiner. The external assessor must be drawn from an Institute/Implementing Agency conducting the Hunar Se Rozgar Tak courses for the Ministry of Tourism.
5. The students and trainers to be enrolled must be linked to Aadhar in the implementing Agency's records as well as the individual's Banks account. The money paid as Stipend to the successful trainee shall be transferred only to the individual beneficiary's Aadhar linked bank account.
6. **The trainee to provide a signed Undertaking/Declaration to refund the entire training cost, if the institute so desires, in case of default in taking up the placement arranged by the institution post training or the educational qualifications found NOT to be what had been declared in their application form.**