



Government of India

O/o Development Commissioner (MSME)

Ministry of Micro, Small & Medium Enterprises

MSME-Development Institute, Okhla, New Delhi

Announces

Entrepreneurship cum Skill Development Programmme

on

“Accounting & Tally”

Duration: 05 /January/2018 to 19/ February/2018

**Venue: Mzone Vocational Training Institute, (Mzone Welfare Society), I-30,
M.B. Road Delhi - 110044.**

Course Contents: *Basic of Accounting & Talley, How to Set up & manage Micro/ Small Scale Enterprises, Entrepreneurial Motivation, Marketing Management, Govt. Schemes for self employment, Bank Finance, Preparation of Project Reports, etc.*

Intake Capacity: 20-25 Candidates

Course Fee: Fees: Rs. 200/ - for Gen. Male, Rs. 100/- for Women/ PH, No fees for SC/ST candidates

Eligibility: Qualification: 10th Pass **Age:** Minimum 18 years. **Selection Criteria:** First come, first served basis (Only eligible candidates)

How to apply: Send your bio-data on a plain paper giving details like:-
Name, Father/Husband's Name, Address, Phone No., Date of Birth, Qualification, Category (SC/ST/Women/PH/Gen), Aadhaar Card along with self attested copies of matriculate certificate, Caste Certificate, ID& residential proof and two(2) passport size photographs r at the address given below.

Course Coordinator: Mr. Kuldeep Kumar, Asstt. Director

Last date for receipt of Application: 04.01.2018

Director, MSME- Development Institute
Okhla Indl. Estate, Opp. Modi Mill, Shaheed Capt. Gaur Marg, New Delhi - 110020
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