



**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 Programme (only for SC/ST)

On

“Computer Accounting with Tally & GST”

Duration: 17.11.2017 to 16.12.2017

Venue: THE SHARP, NANGLOI, NEWDELHI

Course Content: How to set up & manage Micro/Small Enterprises, SWOT analysis Motivation, Marketing Management, GST (Goods and Services Tax), Financial accounting, Book-Keeping and Inventory accounting, Preparation of Project Report etc. and various topics covered in “Computer Accounting with Tally i.e. Creating Ledgers, Purchase & Sale Order Vouchers Entries, GST Payroll, Bill wise Maintenance of accounts etc.

Intake Capacity: 20-25 Candidates

Eligibility: Education Qualification: 10th pass Age: Minimum 18 Years

Selection Criteria: First come, First Served basis (only eligible candidates)

How to Apply: Send your Bio-Data giving details like Name, Father/Husband Name, Address, Phone no., Date of birth, Qualification, Category etc along with self attested copies of Educational qualification certificates, I.D & residential proof, Caste Certificate and two passport size photographs, super scribing the name of the course i.e. “ESDP on Computer Accounting with Tally” on the top of the envelope at address given below:

(No provision of TA/DA, Lodging & boarding for the training)

For Further details, pl. Contact: - Mr.Ajit Singh Assistant Director, MSME-DI, Mob-9718368644

Last date for receipt of Application: 16.11.2017

**Director, Micro Small and Medium Enterprises- Development Institute
Okhla Indl. Estate, opp. Modi Mill, Shaheed Capt. Gaur Marg, New Delhi- 110020**

Tel: 011-26838118/26838269/26838068

Website: www.msmedinewdelhi.gov.in