



सत्यमेव जयते

**Government of India  
Development Commissioner (MSME)  
Micro, Small & Medium Enterprises**

***Proudly Announces***

**One Week Management Development Programme  
on Financial Management  
from 20.01.2020 to 27.01.2020**

**at FOSMI Office Premises, 23 R.N Mukherjee Road, Kolkata-1, West Bengal**

**Coverage:** Scope of Financial Management, Budgeting Capital, Management of Cash, IPR, Indian Financial System, Capital Structure, Financial Markets, GST, GeM registration procedure, Export Management, Schemes of DC (MSME), Trade Receivables electronic Discount System (TReDS).

**Eligibility Criteria:** MSME entrepreneurs and/or their managerial & supervisory staff having Minimum Class X pass.

**Course Fee:** For General Rs. 400/-. Fees exempted for SC/ST/Women/ Physically Handicapped candidates & Ex-serviceman.

**Certificate:** Certificates will be awarded with the training completion certificates after successful completion of the training programme.

**Age:** 18 yrs. & above.

**Place of Training:** FOSMI Office Premises, 23 R.N Mukherjee Road, Kolkata-1, West Bengal. Timing: 10.00 AM to 4.30 PM

**Last date for Submission of Application:** 16.01.2020 along with copies of Age Proof Certificate, Caste, Qualification, UAM No. etc. at MSME-DI, Kolkata.

**Interested candidates may apply in prescribed application form to:** Director, MSME-Development Institute, 111 & 112 B. T. Road, Kolkata-700108.

**Date and Place of Interview:** 17.01.2020 at 11:00 A.M. at MSME-DI, Kolkata.

**Contact Person:**

**Shri Ranjan Kumar Sethy, Asstt. Director,**

**Mob: 8270108860.**

**Format of application is available in the website of the Institute [www.msmedikolkata.gov.in](http://www.msmedikolkata.gov.in).**

**N.B. -** No separate call letter will be sent for attending the interview & no TA/DA will be paid for appearing in the interview. Original documents in respect of qualification, age, caste etc. are to be brought on the date of interview.

**Director, MSME Development Institute  
111 & 112, B. T. Road, Kolkata – 700 108**

**Ph.:033-2577-0595/97/98**

**Tele Fax:033-2510-0524**

**e-mail: [director@sisikolkata.gov.in](mailto:director@sisikolkata.gov.in), [dcdi-kolkatta@dcmsme.gov.in](mailto:dcdi-kolkatta@dcmsme.gov.in)**

**website: [www.msmedikolkata.gov.in](http://www.msmedikolkata.gov.in)**



**Govt. of India**  
**Ministry of MSME**  
**MSME-Development Institute, Kolkata**  
**111 & 112, B.T. Road, Kolkata - 700108**

PASSPORT  
SIZE  
PHOTO

**APPLICATION FORM FOR  
MANAGEMENT DEVELOPMENT PROGRAMME**

(Period From \_\_\_\_\_ to \_\_\_\_\_.)

**Name of the Course:-**

**Venue:-**

1.	<b>Name of the Candidate (in BLOCK LETTERS as per Item No.8)*</b>	First Name	Middle Name	Last Name
	<b>In Hindi</b>			
2.	<b>Name of the Father * In English</b>			
	<b>In Hindi</b>			
3.	Gender	Male / Female		
4.i.	Address*			
	City			
	District/ State			
	Pin code			
ii.	<b>Mobile No. *</b>			
iii.	<b>E-mail address</b>			
5.i.	Age			
ii.	<b>Date of Birth*</b>			
6.	Highest Educational Qualifications			
7.	<b>Identity Document Details *</b>	Certificate name	Number	Date
8.	<b>Social Status (please (√) tick the appropriate column)*</b>			
	<b>General</b>	<b>O.B.C.</b>	<b>S.C.</b>	<b>S.T.</b>
			<b>Minority</b> (Christian/Muslim etc)	<b>Physically Handicapped</b>
9.	Trainee Objective* (please (√) tick the appropriate column)	Self-Employment	Wage Employment	Not yet decided
10.	Course fee ( Cash / DD)	Amount	DD Number	Drawn on
11.	Name of the Unit & Udyog Aadhaar No.			
<p><b>* ALL THE PARTICULARS SHOULD BE FILLED IN COMPULSORILY. Attach copy of the documents.</b></p> <p><b>**Two Passport size photographs are required, one should be pasted on the application and in the other photographs (to be attached) backside write your Name clearly.</b></p>				

**Date:-**

**Signature of the candidate.**