

आकाश पाटील
निदेशक
Akash Patil
Director



डॉ. अम्बेडकर अंतर्राष्ट्रीय केन्द्र
सामाजिक न्याय और
अधिकारिता मंत्रालय
भारत सरकार
Dr. Ambedkar International Centre
Ministry of Social Justice and
Empowerment
Government of India

DO.55423/DAIC/2024

Date: 24th January, 2024

Subject: Dr. Ambedkar International Centre's Internship Program.

Dear Sir/Madam,

I hope this letter finds you in good health and high spirits. As a distinguished educational institution dedicated to fostering academic excellence, Dr. Ambedkar International Centre under Ministry of Social Justice and Empowerment, Govt. of India has emerged as an International Centre to reduce Socio-political and economic inequalities by conducting rigorous and authoritative research.

2. With great pleasure, we are writing to introduce our Internship Program at Dr. Ambedkar International Centre and extend an invitation to all the streams of candidates from your esteemed department to participate.

3. Our Internship Program aims to provide students with an immersive learning experience, allowing them to bridge the gap between academic knowledge and practical skills. We strongly believe in nurturing young talent, empowering them with industry-relevant expertise, and preparing them for successful careers. The Internship documents are attached for ready reference.

4. We would greatly appreciate, if you could circulate this information among your department's faculty, staff, and students.

5. We understand the importance of connecting with talented individuals, and your support will play a crucial role in reaching the most suitable candidates for our Internship Program.

Yours sincerely,

(Akash Patil)

To,

HOD of the University/Institutes.



Dr. Ambedkar International Centre
Ministry of Social Justice and Empowerment
Govt. of India

15 Janpath, New Delhi-110001

Dated: 22.01.2024

SHORT TERM INTERNSHIP PROGRAMME

At

Dr. Ambedkar International Centre, 15 Janpath, New Delhi- 110001

Background

Dr. Ambedkar International Centre (DAIC) is a premier International Centre of Excellence of the Ministry of Social Justice and Empowerment, Govt. of India. DAIC was inaugurated by the Hon'ble Prime Minister of India on 7th December 2017. DAIC has been envisaged to be the Centre of Excellence for study, research, analysis and policy briefs in the field of Dr. B.R. Ambedkar's vision, theories, philosophy and policies; socio-economic transformation and inclusive sustainable development and livelihoods; Buddhist studies:- thought, culture and philosophy; social wellbeing.

The DAIC is conducting international level reputed research, documentation, database development, publications, knowledge dissemination, publicity, networking, collaboration with national and international institute/university, capacity building programme, training, seminar, conferences and symposium etc. In DAIC, quality research will be conducted by the distinguished scholars from India and abroad through various activities in the Centre. DAIC has its own infrastructure and divisions for achieving its aims and objectives.

DAIC is inviting an internship opportunity from the students of any of the recognized University/College/Institutions within India and for minimum one month to maximum three months period:-

- The Internship will be on an unpaid basis, Certificate will be given after satisfactory completion of internship period from DAIC.
- A maximum of 10 interns may be selected for a duration of a minimum of one month to a maximum of three months.
- Interns will be required to have their own laptops. DAIC will provide them with working space, internet, and other necessities as deemed fit by the concerned in charge.
- Interns are not financially remunerated by the DAIC. Costs and arrangements for travel, accommodation, and living expenses are the responsibility of interns or their sponsoring institutions.

Purpose:

- ✓ To give exposure to the selected candidates in the research/academic of the main key research area/theme of the Dr. Ambedkar International Centre.
- ✓ To allow young academic talent to be associated with Dr. Ambedkar International Centre.
- ✓ The interns shall have the opportunity to know about the academic and research activities of the DAIC.
- ✓ To provide the opportunity to contribute and analyses the policy formulation by generating policy inputs such as empirical analysis, briefing reports, data analyses, research paper writing, policy documents, and working papers etc.

Key Research Area: (Two Internship from each key research area)

- Relevance of the Dr. B.R. Ambedkar vision theories and policies.
- Socio-economic transformation and inclusive development.
- Sustainable development and livelihood.
- Buddhist studies, thoughts, culture and philosophy
- Social well beings and safeguards of mother planet health
- Study on the project ongoing in DAIC
- Event Management
- Guide
- Acts Handling/Government Accounts
- Library Management
- Government schemes for welfare of marginalized communities
- Operation & retention of government building

Duties and Responsibilities:

Under the supervision of the Associate Professor and Other Official of the DAIC and in consultation with the DAIC team, the selected candidate will:

- Assist in the collection, tabulation, and analysis of the data for preparing the report.
- Preparation of the Research Project Report, data entry, and other academic and research activities.
- Organizing, implementing, and monitoring the relevant program activities.
- Assist in preparing background papers, analyses, briefings, presentations, etc.
- Conduct research and support data collection and collation;
- Communicate with stakeholders for organizing meetings, events, and/or consultations;
- Assist in reviewing the structure and language of reports and written outputs in English, including proofreading and reformulating;
- Assist on various ad-hoc issues as required by the DAIC.

Educational Eligibility:

Graduate/ Post Graduate with a University degree, if selected, must commence the internship regularly and attend office timing.

Languages:

Fluency and excellent speaking and writing skills in English and Hindi.

Duty Station:

The intern will be based in DAIC, 15 Janpath New Delhi, and will be required to be present in the DAIC office during office hours regularly.

Period/Duration of the Internship:

Minimum one One and thereafter in multiple of months each up to maximum 4 months.

General Conditions:

- Applicants must be available for a minimum duration of one month.
- Interns are expected to work on a full-time basis in the department/office that has selected them, under the supervision of a staff member at an appropriate level.
- Interns shall not financially remunerated by the DAIC. Costs and arrangements for travel, accommodation, and living expenses are the responsibility of interns or their sponsoring institutions.
- The DAIC accepts no responsibility for the medical insurance of the intern or costs arising from injury, illness, or death that may occur during an internship.
- Interns are not staff members and may not represent DAIC in any official capacity or no post any of DAIC events individually on social media.
- DAIC may reserve the right for the selection of the candidate and may terminate the intern at any time if found unsatisfactorily performance or any unauthorised activity or misconduct during his/her tenure of internship.

Requirement of the Completion of the Internship:

- After completion of the internship, the intern may need to submit the project report and it will be evaluated by the evaluation committee. After successful completion of the internship, intern may present his/her work done during the internship period.
- After the recommendation of the committee and satisfactory performance of the intern an Experience certificate will be awarded to the interns.
- For the completion of the internship, more than 80% attendance is required.

Application Instruction:

Interested candidates are requested to send their CV along with a motivation letter (not more than 400 words) to email dir-daic-mosje@gov.in with a cc to ps.dir-daic@gov.in with the subject "Internship Application" **not later than date 31st January 2024 (05:00 pm)**.



Mr. Akash Patil
(Director, DAIC)

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निदेशक / Director
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