

Profile of

AMIN TECHNICAL TRAINING CENTRE (ATTC)

Government approved RTO

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An introduction to Amin Technical Training Centre

(A Sister Concern of Amin Tours & Travels)

**(Approved by the Ministry of Expatriate Welfare and Overseas Employment,
Government of Bangladesh, Bangladesh Technical Education Board and supported
by UKaid, British Council and Switch Development Cooperation (SDC)**

Bangladesh like any other third world and developing countries of the world has abundance of uneducated and unemployed population. A small percentage of the population of our country is educated in terms of technical and formal education. Even the most of the so called educated people have crossed only the first step and are capable of signing their names only. All these people needs further training and develop their skills to be employed anywhere for their employment or engage themselves for any small business. So, Amin Technical Centre has taken an initiative to establish a modern training centre for this purpose.

A country with a vast population needs proper skill to make them fit for present job requirements both home and abroad. In recent days foreign and local employers are looking for skill workforce instead of a lay man. So, these adult people required knowledge and skills to contribute to their future employment, which will help their family, society and the nation as a whole.

Keeping this in mind with a view to emancipate the unemployment problem we have decided to establish a Technical Training Centre named as **Amin Technical Training Centre (ATTC)** to train our people on different technical trade. So that these people are capable of being employed at home and abroad or go for small entrepreneurship by establishing small workshop. The institute has started its journey recently.

Amin Technical Training Centre is approved by the Ministry of Expatriate Welfare and Overseas Employment, Government of the People's Republic of Bangladesh and accredited by Bangladesh Technical Education Board (BTEB). It is also technically and financially supported by Sodokkho funded by UKaid and Swiss agency for Development and Cooperation (SDC).

It is a residential institute and can accommodate up to 300 to 400 students at a time. The faculty members are Engineers and well experienced in their respective fields.

MISSION

Amin Technical Training Centre (ATTC) was set up with a mission of turning unskilled hands into skilled hands and more productive work force thus benefit the employees, employers and countries concerned.

Professional development of a prospective worker in the field of technical job is the main objective of the training centre. Professional development refers to vocational education with specific reference to continuing education of the person undertaking in the area of employment. It may also provide opportunities for other career paths. Vocational education has been related to specific skills, usually tied with immediacy of getting or retaining or raising the status of employment. The objectives of the courses are to develop task skills in such a way that the future-prospects can achieve effective skills thus ultimately achieve leadership skills.

As tapping and placement of human resources is one of the major activities of Amin Group plays the pivotal role in developing the people in such a way that s/he gets the right orientation of the kind of jobs s/he would be required to perform at home and abroad. ATTC puts special emphasis on the practical aspects while basic theories – as the backbone of the entire learning process – tell them why they should follow the method.

VISION

To be able to make a meaningful contribution to the overall growth of Bangladesh through providing technology-aided modern life-skills to the people of Bangladesh who can bring in positive changes in their own lives while contributing to the economic and imagery enhancement of the country.

Approach Towards Training

Our approach towards training is strictly professional to ensure the development of the human resources at the best. It is a full-fledged Technical Training Centre and will provide training to develop various skills on different demandable technical trades and language proficiency. Highly trained and skilled instructors who are experienced in their respective fields conducting the training both theoretical and practical. 80% of the training is based on practical.

The training module is followed as per the guideline of Bangladesh Technical Education Board (BTEB) and as advice by foreign employers and donor agencies. Trainees undergo series of lectures to provide sound foundation on the theoretical aspect, which is followed by practical lessons. They are tested about their performance in different stages i.e. theoretical and practical classes. Their daily and weekly performances are tested, maintained and recorded in data base. In addition, simulated training is also conducted to ensure optimum assimilation.

The end state of our technical trainings is to reduce the poverty alleviation, eliminate the social and financial inequity from individual to individual and also from the nation as a whole. By targeting the overseas market where technical manpower is a requirement, we will be able to reducing the unemployment problem and social instability which will ultimately lead to sustainable economic development. The challenge now Bangladesh is facing is to address the

actual requirement of those countries that needs the technical and skilled manpower. This technical training institution is aimed at addressing those points and improving the standard of technical training and provides added support towards the development of export oriented labor market in addition to the governmental effort.

Plumbing and Sanitary (Fitter)

Trainees will be provided with knowledge and skills to use plumbing hand tools and equipment to work on pipe and assemble taps, valves, install basins, shanks, flushing cisterns, fix water pipe, hot & cool water pipe system and read simple blue prints. Trainees will be given sufficient practice on pipe fitting works.

Mason, Carpenter, Paintings and Tiles Fittings

Trainees will be provided with sufficient knowledge and skills of Mason, Carpenter, Steel Fixture, Tiles & Marble fittings, Paintings and other construction related jobs

Welding

Trainees will be provided with knowledge and skills in Arc, Gas, TIG & MIG welding work, preparing plate edges prior to welding and performs various types of joints on mild steel in flats, horizontal, vertical positions. A trainee will be able to operate Arc welding, oxy-acetylene welding, TIG & MIG welding equipment, read simple blue print and interpret welding symbols. Trainees will be given.

Electrical

Provide training in the basic principles and practices of electrical machine like AC & DC motors, generators transformer, rectifiers, switchgear & protective devices etc. Trainees will be able to carry out electrical home wiring in simple domestic installation & industrial installation, analyses faults and made repair of electrical appliances & machines like small motors, transformers, switchboard etc. They will be given sufficient practice on installation of Electrical and electronics equipments.

Steel Fixture and Bar Bender

Provide extensive training on Rod binding, steel fixture and Grill making in light of current market demand by giving emphasize on high rise building and bridges.

Content:

Organizational Information.

- Working Experience in vocational training (Skill Development Training).
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- Activities Features of Amin Technical Training Centre the Skill Development training
- Amin Technical Training Centre provided the personal hygiene & Construction safety for the learner
- Organizational Capacity.
- Training Conduction Facilities of Amin Technical Training Centre
- Job Placement Cell
- Ongoing Skill Development Training Program of Amin Technical Training Centre

Ongoing Projects

- Institutional General Facilities.
- Trade wise Information as per required Trade.

- ✓ **Total Working Area** : 200 Decimal
- ✓ **Total Residential Facilities** : 300-400 Trainees (at any time)
- ✓ **Total Shed** : 03 Nos
- ✓ **Building 5 Floor** : 01 Nos
- ✓ **Running Trade** : 09 Nos

Registration Authority and Date:

Sl. No	Name of registration authority	Registration Number	Date of Registration	Remarks
01.	Ministry of Expatriates' Welfare and Overseas Employment, Govt. of Bangladesh	582	25 April, 2012	BMET
02.	Trade License	1554	04 Dec, 2013	Uttarkhan Union Parishad
03.	Accreditation from Bangladesh Technical Education Board for conducting CBT & A activities	NTVQF/2018/118	03 May, 2018	BTEB
04	Permission of Primary teaching of National Skilled Basic (360 Hours) Curriculum	50683	01 Jan, 2017	BTEB

Background of the Organization:

Amin Technical Training Centre (ATTC) is Non-Profitable & Non-Government Organization established in 2012 with specific vision, mission, goal and objectives

✓ **Goal of the Amin Technical Training Centre (ATTC):**

To protect and promote the unskilled, unemployed, semi-Skilled worker and school dropout

learners through marketable as well as job opportunities in home and abroad

✓ **Objective of the Skill development training:**

} To establish a society, which is capable for human capital and free from poverty reduction through marketable Amin Technical Training Centre and created to employment in country and

abroad.

} To enhance quality and relevance of the technical and vocational education and training as a part of meeting the strategic option of the poverty reduction agenda of the government

and other stakeholders.

} To enhance the socio-economic condition of the poor people through undertaking value added programs and projects as like Amin Technical Training Centre

} To promote community leaders, institutions, community leaders and the general population through awareness program regarding the Skill, Technical and Vocational Training.

} To establish trained personnel in appropriate sectors job placement cell creates job opportunities linkage with different stakeholder.

} To strengthen the overall TVET system through (a) direct start-up and operational support to Industry Skill Councils (ISC) and the National Skill Development council (NSDC).

} To establish a project management and implementation structure, implement communication strategy and undertake monitoring and evaluation.

✓ **Activities Features of Amin Technical Training Centre (ATTC) :**

✓ Education (Vocational & Non-Formal Education)

✓ Marketable Amin Technical Training Centre as well as Vocational Training.

✓ Rights Based Approach,

- ✓ Factory/Industry/ Construction Side Visit,
- ✓ Job placement in graduated trainees (Home and outside) ,
- ✓ Employment support service & monitoring
- ✓ Conduction of different types of workshop, job seminar, job fair, meeting and awareness program.
- ✓ Lecture delivery.
- ✓ Life skills training & evaluation
- ✓ Guardian meeting
- ✓ Collaboration work with service provider
- ✓ Job Test
- ✓ Preparation of Job Sheet by Trainees
- ✓ Industry attachment, appendance ship, on the job training in construction side.
- ✓ Regular reporting (Program & Finance).

✓ Amin Technical Training Centre provided the Personal Hygiene & Construction Safety for the learner:

- ✓ Providing education of personal hygiene.
- ✓ Contracting training for sustainable work for construction safety as well as industrial health construction safety.
- ✓ Providing health service for the trainee's ones a week.
- ✓ Available First Aid Box, Fire extinguisher, Fire suite & Ear muff for all trades.
- ✓ Use of standards helmet, hand gloves, dust masks, apron, safety shoes, safety belt, safety goggles, Orientation on emergency health care.

✓ Organizational Capacity:

- ✓ Workshop equipment
 - } Laboratories equipment
 - } Quality of practical classes
 - } Availability of referral books
 - } Number of well qualified instructors
 - } Regular classes

- } Design of courses (Involvement of potential employers)
- } Involvement of instructors from industry
- } Quality and quantity of Handouts and other material given to student
- } Student counseling on academic matter
- } Properly conducted examinations.

- **Training Conduction Facilities of Amin Technical Training Centre**

1. **Training Materials and Modules :**

} **Amin Technical Training Centre (ATTC)** has established in own training centre, training modules, available training materials and equipment.

2. **Trainers:**

} **Amin Technical Training Centre (ATTC)** has skilled personnel, who have expertise on training conducting and placement of job. They are enough experienced. All of them were received training on trainers of training (TOTs).

- **Job Placement Cell:**

Strong Job Placement Cell in Amin Technical Training Centre after completion the training job Placement cell provided the job placement in country & outside of country.

- **Ongoing project financed by UKaid and Swiss Agency for Development:**

- **Institutional General Facilities:**

SL. No.	Item	Status (Available / Not Available)
1	Computer with internet facilities	Desktop Computer- 4nos, Laptop-3nos, Scanner with internet facility, Good Status
2	Printer	4 nos, Good Status
3	Fax Machine	1, Good Status
4	Generator/IPS	1 Generator, Good Status
5	Office Furniture	Available as per need
6	Photo copy machine	01 no.
7	Hostel , dining & washroom facilities	300 capacity at a time

8	Generator for power back up during electricity breakdown	To back up Training Centre and Office Premises
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