

INTERNSHIP IN KOCHI METRO RAIL LTD.



OBJECTIVES

Student training – has been one of the key areas that Kochi Metro (KMRL) as an Organization has always encouraged & facilitated as it helps the budding professionals to learn the practical aspects of jobs and also help KMRL to contribute in skill building in State.

Keeping in mind that Internships and Project Works are educational and career development opportunities for Students, Kochi Metro aims at fulfilling its role in to enhance skill building by providing:

- ✦ Right Exposure of an industrial environment to students pursuing professional courses
- ✦ Opportunities to learn, understand & sharpen the technical / managerial skills required in any job.
- ✦ Exposure to the current technological developments relevant to the subject area of training.
- ✦ Create conditions conducive to trigger quest for knowledge and its applicability on the job amongst students.
- ✦ Learning opportunities to apply the Technical & Professional knowledge in real industrial situations.
- ✦ Promote academic, professional and/or personal development.
- ✦ Understanding of the psychology of the workers and their attitude and approach to problem solving.

Benefits to Students:

- ✦ Practical experience in an organizational setting.
- ✦ Excellent opportunity to see how the theoretical aspects learned in classes are integrated into the practical world. On-floor experience provides much more professional experience which is often worth more than classroom teaching.
- ✦ Opportunity to learn new skills and supplement knowledge.
- ✦ Opportunity to practice communication and teamwork skills.
- ✦ Opportunity to learn strategies like time management, multi-tasking etc in an industrial setup.
- ✦ Opportunity to meet new people and learn networking skills.
- ✦ Creating network and social circle and developing relationships with industry people.

INTERNSHIP / PROJECT WORK DURATION

The following framework is proposed to give academic credit for the internship undergone as part of the programme.

- ✦ KMRL provides students to undergo Internship / Project Works for a minimum of two weeks to maximum of 12 weeks.
- ✦ KMRL provides internship opportunities to BE/ B.Tech/ M.Tech/MBA/PG Diploma Students

INTERNSHIP GUIDELINES:

The general procedure for applying for Internship in Kochi Metro Rail Ltd. are as below:

Step 1:

Request Letter from Student (on College/ Institute Letterhead)/ Email from the office of Training & Placement cell of the college should be sent to HR Department of KMRL mentioned with details of the student/s, field of study, duration etc.

Step 2:

On receipt of letter/e mail from Student/ College, the concerned Officer of HR, KMRL shall confirm the Internship slots via Confirmation Letter/ Email to the College/Institution.

Step 3:

Only after receiving confirmation letter, student/s can make the required payment towards Internship fees (as mentioned in the letter) before the start date of the Internship Training. The details of the bank and payment procedure etc will be mentioned in the confirmation letter.

Description	Course/ Streams	Duration	Fee Details	
			For General/ OBC etc	For SC/ST/Physically Challenged students
Internship OR Project Work	BE/B.Tech/ M.Tech/ MBA / PG Diploma / Law	2-4 weeks	Rs 1000 + GST	Rs 500 + GST
		5-8 weeks	Rs 1500 + GST	Rs 750 + GST
		9-12 weeks	Rs 2000 + GST	Rs 1000 + GST

Step 4:

Students to report on the specified date/ day (as per confirmation letter) along with the provisional letter, proof of payment, print of college ID and caste certificate, as per requirement.

Step 5:

On completion of Training, Students need to submit a training / project/ internship report to HR and HR shall subsequently issue the Internship Completion certificate to the student.