

**BIRBHUM INSTITUTE OF ENGINEERING AND TECHNOLOGY,
SURI, BIRBHUM 731101, WB**

FINISHING SCHOOL

THREE MONTHS SHORT TERM JAPANESE LANGUAGE PROGRAMME

(For ECE, ME, IT and CSE final year Students)

Faculty Requirements:

Applications are invited from interested person(s) with good command and exposures on Japanese Language to act as external faculty / expert in the program. He or she is expected to create Fundamental Concept and minimum level of Communication Proficiency of Japanese language for young Engineering Graduates, which may include:

- 1. Basic communication skill in Japanese.**
- 2. Expressing minimum requirements in Japanese.**
- 3. Street conversation during shopping and finding direction.**
- 4. Awareness regarding the life style in Japan**
- 5. Greetings (Humble and Honorific speech)**
- 6. Writing system Hiragana, Katakana, Kanji(negligible)**

The external faculty is also expected to provide Course Materials / Handouts / Reference Information etc. to the students during and after the Training as a supportive process.

Task Details

Number of Students: Approx. 60 (Sixty only).

Schedule of Training :

Twice per week (e.g. Wednesday afternoon and Thursday morning) from February to May, 2014 (may be rescheduled based on requirement).

Mode of payment

1. Payment would be made to individual Faculty on Man day basis.
2. Payment to be made after the end of each month against exact bill amount raised by the Faculty.
3. All such Bills need to be certified by the program coordinator of BIET (counter signed by the TEQIP-II coordinator) and should contain following documents:
 - i) Number of Classes taken.
 - ii) Attendance Report of Students.
 - iii) Student's feedback.
 - iv) Midterm Review Report (case to case basis)

Maximum size of Each Batch	Total No. of days / HR required	Rate per Man-day *
25 to 30	24 days or 72 Hrs.	1500/- day (Minimum 3 Hrs of Teaching Load)
<p>* Excluding boarding, lodging, hospitality and to fro travelling which would be provided by the Institute during Training Time</p>		

Please apply confidentially by addressing 'The Director', Birbhum Institute of Engineering & Technology, Suri, Birbhum, 731101 with a copy to TEQIP-II Coordinator within 18th January, 2013 either in hard Copy or in the following e-mail ID:

1. dir.biet@yahoo.com
2. amitavaaich@gmail.com