



CAREER GUIDANCE and PLACEMENT CELL

The Placement Cell plays a crucial role in locating job opportunities for Under Graduates and Post Graduates passing out from the college by keeping in touch with reputed firms and industrial establishments. The Placement Cell operates round the year to facilitate contacts between companies and graduates. The number of students placed through the campus interviews is continuously rising. On invitation, many reputed companies visit the institute to conduct interviews. Our ingenious alumnae have set new standards in the corporate world and government sectors through their estimable contributions and it is my firm conviction that we will continue that legacy in the years to come.

The final placement process begins during the final semester of the programme. The Placement Cell organizes career guidance programmes for all the students starting from first year. The cell arranges training programmes like Mock Interviews, Group Discussions, and Communication Skills Workshop etc. It also invites HR Managers from different industries to conduct training programmes for final year students.

Objectives

- Create awareness among students regarding available career options and help them in identifying their career objectives.
- Guide the students in developing skills and job-search strategies required to achieve their career objectives.
- Identify suitable potential employers and help them achieve their hiring goals.
- Organize activities concerning career planning.
- Act as a bridge between students, alumni and employers.
- Take feedback from industry and provide inputs for curriculum.

Procedure for Recruitment

Types of recruitment

1. On campus- shall include the process where even a part of the interview is held in the college. It also includes tests/interviews conducted via video conferencing or through voice call.
2. Off campus- firms at liberty to call for interviews outside the campus or to their office.

Guidelines for firms

- The Recruiters' registration is to be done prior to recruitment.
- The Recruiters can have Induction programmes or other sessions of similar kind to explain the nature of the job or for other similar purposes. [Pre-placement talk]
- The Recruiters are free to stipulate all reasonable eligibility criteria to filter the candidates at the threshold of the recruitment process.
- The Recruiters are required to disclose all the conditions of the vacant job for which the recruitment process is going on. Disclosure at threshold is to be made about the number of vacant positions, salary and other terms of employment. Any additional stipulated condition is to be informed to the candidate and the College Placement Cell subsequently.
- All communication with the candidate till the end of the recruitment process shall happen through the College Placement Cell.
- Recruiters can have their own structure for the recruitment process which may include group discussions, aptitude tests, interviews and any other method.
- Recruiters are requested to mail or deposit with the Placement Cell, their list of selected candidates along with a list of candidates who have been wait-listed, in order of their preference.
- The selected candidates who feature on more than one Recruiters List will be given the liberty of accepting the offer of their choice. In the event of a selected student not joining a Recruiter, for any reason whatsoever, the candidates on the waiting list will be elevated. This will be done according to the order of preference given by the recruiters. The final decision of the candidates will thereafter be intimated to the Recruiters.
