

कार्यालय आदेश संख्या /OFFICE ORDER NO.92/2025

प्रशिक्षण एवं प्लेसमेंट समिति का पुनर्गठन

RE-CONSTITUTION OF TRAINING AND PLACEMENT COMMITTEE

1. As approved by the competent authority, sanction is hereby accorded for re-constitution Training and Placement Committee comprising of the following members w.e.f. the date of this Office Order: -

Members of the Committee

Sl. No	Name	Designation	Position in the Committee
1	Ms. Dulumoni Kalita	Registrar	Chairperson
2	Mr. Sukriti Saha	Senior Faculty, Communication Design	Member
3	Mr Dibyendu Nag	Faculty, Textile and Apparel Design	Convenor

Student's Representative

Sl. No	Name	Semester	Discipline
1	Nithin Gopal V S (NIDJ/202223/0223)	VII	Industrial Design
2	Vignesh Medchalam (NIDJ/202223/0244)		
3	M Kaviya (NIDJ/202223/0258)		Communication Design
4	Veda Arvind (NIDJ/202223/0243)		
5	Lavannya Randhir Mane (NIDJ/202223/0251)		Textile & Apparel Design
6	Drishti Sanjeev Rathod(NIDJ/202223/0228)		
7	Shiny Das(NIDJ/202223/0237)		
8	Tony Xavier (NIDJ/202324/0317)	V	Industrial Design
9	Krisa Jitesh Gandhi (NIDJ/202324/0344)		
10	Ankita Samal (NIDJ/202324/0274)		Communication Design
11	Manvi Kapoor (NIDJ/202324/0291)		
12	Astha Singh(NIDJ/202324/0279)		Textile & Apparel Design
13	Mahalakshmi S (NIDJ/202324/0320)		

2. The objectives of the Committee

- a) To provide guidance to the students for selecting right career.
b) To gather information about job fairs and all relevant recruitment advertisements.



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- c) To organize pre-placement training/workshops/seminars for students.
 - d) To collect feedback from employers where our students are selected.
 - e) To act as a bridge between students, alumni and the employment community.
3. The responsibilities of the Committee
- a) The Training and Placement Committee acts as a facilitator, creating a platform for students to connect with potential employers and embark on successful career paths.
 - b) The Training and Placement Committee establishes and maintains connections with various industries and organizations to understand their recruitment needs and create placement opportunities for students.
 - c) The Training and Placement Committee shall identify and arrange training programs, workshops, and seminars to enhance the employability skills of students.
 - d) The Training and Placement Committee assists students in securing internships and industrial training programs that provide hands-on experience in their respective fields.
 - e) The Training and Placement Committee shall organize placement drives on-campus including job fairs, and recruitment events on campus, inviting companies to conduct interviews and hire eligible students.
 - f) The Training and Placement Committee offers workshops on software skills, interview skills, and professional etiquette. It also provides mentoring to help students identify and develop their core competencies.
 - g) The Training and Placement Committee maintains a strong network with alumni who can contribute to the placement process by providing job referrals, industry insights, and mentorship to current students.
 - h) The Training and Placement Committee shall keep minutes of all meetings, including decisions and recommendations.
 - i) The Training and Placement Committee shall submit progress reports quarterly to the Head of the Institution.
4. This office order stands cancelled the earlier office order No 46/2025 dated 01/04/2025 in toto.
5. The term of the members of the Committee shall be two years from the date of the Office Order.



कुलसचिव / Registrar

में कॉपी/Copy to:

1. Director's Sectt. (for information)
2. Registrar (for Information)
3. CAO (for information)
4. The members of the Committee (for information)
5. All faculties and staff (for information)
6. All Students (for information)
7. Guard File