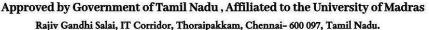


DHANRAJ BAID JAIN COLLEGE

(AUTONOMOUS)







DEPARTMENT OF TRAINING & PLACEMENT

"We Care for Your Career Growth"

Training Model for the Placement Cell

Year 1: Foundation & Skill Identification

Objective:

- Help students identify their strengths, weaknesses, and career interests.
- Build foundational skills necessary for employability.

Focus Areas:

- 1. Orientation Programs:
 - Introduce students to career opportunities, industry expectations, and the role of the placement cell.
- 2. Skill Assessment & Aptitude Tests:
 - Conduct aptitude, reasoning, and soft-skills tests to understand the starting level of each student.
 - o Based on these tests, create personalized learning paths.
- 3. Basic Communication Skills:
 - Organize communication workshops to improve spoken and written English.
 - o Basic email writing, CV writing, and public speaking exercises.
- 4. Soft Skills Training:
 - Introduction to basic soft skills: teamwork, adaptability, professionalism, time management, and emotional intelligence.

Year 2: Skill Development & Industry Exposure

Objective:

• Focus on advanced skill development and provide students with practical industry exposure.

Focus Areas:

1. Advanced Communication & Presentation Skills:

 Continue to improve communication skills with a focus on public speaking, negotiation, and group discussions.

2. Resume Building:

o Begin helping students create a professional resume, highlighting any certifications, projects, or internships they may have undertaken.

3. Technical Skill Development:

- o Organize workshops or certification courses on advanced technical skills specific to the industry (like Python, Data Analysis, Advanced Excel, etc.).
- Practical coding sessions for technical courses or case study-based workshops for management and arts students.

4. **Internship Facilitation**:

- Encourage students to take up summer internships to gain real-world experience.
- Partner with companies for internships, ensuring every student gains some industry exposure.

5. Industry Guest Lectures & Seminars:

 Host guest speakers from the industry to discuss the latest trends, required skill sets, and career opportunities.

6. Group Discussions & Problem-Solving Sessions:

- Regular GD sessions focusing on current affairs, case studies, and industry problems.
- Organize coding hackathons, management case study competitions, or fieldwork for relevant streams.

7. **Networking Events**:

• Encourage students to participate in industry events, conferences, and online networking platforms like LinkedIn.

8. Soft Skills & Personality Development:

o Focus on personal branding, leadership skills, and professional etiquette.



Year 3: Placement Preparation & Career Launch

Objective:

• Refine students' skills, conduct mock placement drills, and ensure they're ready for the final placement drive.

Focus Areas:

1. **Resume Finalization**:

- o Finalize professional resumes and LinkedIn profiles.
- Highlight internships, projects, and certifications.

2. Company-Specific Training:

- Organize training sessions tailored to specific companies visiting for placements (e.g., coding practice for tech companies, or business case solutions for management roles).
- o Provide resources on the most common recruitment patterns of companies.

3. Aptitude & Competitive Exams:

- o Intense training on aptitude tests, reasoning, and problem-solving.
- Provide online resources and practice platforms for aptitude and technical tests.

4. Advanced Technical Workshops:

- o Provide in-depth technical training based on industry needs.
- o Encourage participation in final-year projects aligned with industry trends.

5. Industry-Specific Mock Interviews:

- Conduct mock technical interviews, HR rounds, and management discussions with industry experts.
- Help students practice company-specific scenarios (technical, management, or case interviews).

6. Placement Seminars & Webinars:

 Organize webinars to discuss the placement process, including salary negotiations, workplace culture, etc.

7. **Job Fairs & Campus Drives**:

• Facilitate job fairs, connect students with various companies for placements, and ensure the campus drive is structured smoothly.

8. Feedback and Improvement:

- o Post-interview feedback to students and continuous improvement sessions.
- Offer career counseling and alternative options for students who are not placed.

