



JOB DESCRIPTION

Training & Placement Officer

1. To look after the training and placement activities of students
2. To have close liaison with industry for the placement of students.
3. To work in consultation with coordinator Industry –Institute interaction for organizing lectures from the professionals and industry.
4. To collect feedback from the companies coming for placement
5. Arrange training programmes for soft skills and for interview facing skills for the students using institutional and external expertise.
6. To organize the entrepreneurship workshops.