

Manifesto for General Secretary

May 10, 2013

I, **Joydip Ghosh**, Roll number **123190003**, if elected for the post of G.Sec propose to do the following:

Basic Duties:

- Will strengthen **IEOR Student Association** and try to represent IEOR students at institute level
- Will define basic responsibilities of all Joint Secretaries in GBM
- Will organize Council meeting in a regular manner. Make database of interested students in any academic and cultural field (with the help of Joint Secretaries)
- Organize Fresher Party for all new-comers of **IEOR** Family (in co-ordination with all Class Representatives)
- (in co-ordination with HR) Will start making database for Alumni that can strengthen **IEOR Alumni association**
- Will keep in touch with Faculties, Class Representatives and all Joint Secretaries
- Initiate new form of Library(in co-ordination with LIB, HR and WEB & COMP secretaries). The books which IEOR students and Faculty have will be updated in this Database system
- Try to arrange get together of **IEOR** Family to increase interaction within **IEOR**
- Will motivate joint secretaries to update information in Facebook page

• Additional Responsibilities:

- Initiate publication of IEOR magazine(departmental). If it is not possible to publish hard copy then soft copy will be sent to all other departments and Alumni
- Try to organize workshop on various cultural fields by IEOR students
- Try to organize Mathematical and Problem Solving quiz on IEOR day
- Will conduct L^AT_EX, R, basic C++ workshop for developing OR related software skills among students
- Will initiate making and designing of IEOR T-Shirt

Credential:

Work Experience of one year in Indian Oil Corporation Limited will help me to handle this type of managerial position