## Manifesto

I, Nachiket Pal (123190001), if elected for the post of Department Placement Coordinator (DPC), propose to do the following:

## **Basic Duties:**

- Will assist the placement office by communicating the grievences, suggestions etc.
- Will be in communication with the passing out batch to obtain their valuable suggestions.
- Will actively participate in all the on-campus placement activities.
- Will take up the responsibility of resume verification.
- Will conduct and moderate the GD/PI and technical sessions.
- Will put in due effort to open up a firm for the department when an appropriate Job Announcement Form (JAF) is released.
- Will help in coordinating pre-placement talks and to ensure batch participation.
- Will be on the look out for any core companies which are relevent to the students of the department.
- Will update the system database and keep the placement office in light with regard to the activities.

## Additional Initiatives:

- Ensuring students are well exposed to probability models, statistics and supply chain topics during the training sessions.
- Most students are technically sound, what they require is ability to communicate the idea, thus having sessions on idea communication.
- Students who are good in logical reasoning, mathematical aptitude in the class have been communicated to ensure their help in the training process.
- Materials used for CAT preparation will be circulated, along with information regarding websites from which aptitude questions can be obtained will be shared.
- Use the help of students who have significant work experience for interview related queries.
- Will construct a bi-weekly time-table for the preparation for the training session.
- For continuous improvement will take the opinion of students involved in the training sessions.

## **Credentials:**

- Was involved in conducting GD sessions during B.Tech placements.
- working in and with a team is my forte.