

TEACHER'S ACTIVITY REPORT 2021-22

FACULTY: DEPARTMENT/COMMITTEE: IQAC INITIATIVE

NAME OF THE ACTIVITY: Resume Building Webinar			
DATE:	FACULTY:	DEPARTMENT/ COMMITTEE:	COORDINATOR NAME:
27 th August 2021	MR. ABHIMANYU VERMA DR. GURJEET KAUR MS. VIJAYLAXMI	ANTHROPOS - HUMAN RESOURCE DEVELOPMENT CELL	PRANAY MANGLA AARUSHI YADAV
TIME:	VENUE:	NUMBER OF PARTICIPANTS:	NATURE:
06:30 PM - 08:00 PM	Google Meet	72	Online
SUPPORT/ ASSISTANCE:			

BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. - VII):

TOPIC/SUBJECT OF THE ACTIVITY:	Training Session on Resume Building
OBJECTIVES:	This webinar was organised under our main event PoorvAbhyas – Mock Interview 3.0, which was focused on getting the students prepared for their future job interviews. This training session was put forward to get participants equipped with the idea of having a well-structured Resume which will help them to clear the CV Selection Process which is the first and the most important part of getting into any organistaion.
METHODOLOGY:	Team members hosted the speaker Mr. Anindya Chowdhury, Director, Prep Junction and managed the meeting ensuring that there are no technical difficulties during the session.
OUTCOMES:	Students got to learn about the art of Resume Building. The speaker gave insights on Applicant Tracking System(ATS), how to enhance their CV with the help of Action Verbs, Key Words, the Structure of Resume and writing skills, students learnt about the Hiring and the Screening Process. It gave an opportunity to the members to brush up their CV and get to know the process from the HR point of view. The event also let the students build networks and their communication skills