

Objectives:

The Objective and endeavour of the Career guidance & Placement Cell is to **motivate, train and facilitate** students; in the process of making the passing out graduates and post graduates prospective with suitable career opportunities that are commensurate with the personal profiles and also guide the aspiring students for **higher studies**, prepare for **competitive exams** and **facilitate industry institute interactions**. It plays a very important and key role in counselling and guiding the students. The placement cell in line with the university vision actively functions to empower women in all spheres.

The support of the Career guidance and Counselling cell that the institution extends to the students makes them confident to perform better in their career. **Counselling**, thus addresses both the academic and the career concerns and opportunities. The institution inculcates a **positive attitude** and a value added service to the students. The spirit of offering guidance on sharing resources, awareness on availability of opportunities and facilities, information and guidance **about market patterns** and **grooming the employability skills** that help in building a base for the students is **exercised** through the career and counselling cell, as a result of **socio economic integration**.

Activities of the Placement Cell & CG &CC:

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1. The cell supports the students in the development of soft skills and communication ability, to challenge the rigors of competitive tests and at work place.
2. The cell organizes industrial experts orientation to the students of all faculty to update the latest trends and industry pre-requisites. Domain based training programmes are arranged prior to the campus recruitment.
3. Pre-internship programme is organized to make the students industry ready. Also, Earn and Learn programmes are arranged for the needy students.

4. Training on aptitude and logical reasoning is an ongoing process for the final year students, which helps them to succeed in the quantitative tests during the campus interviews.
5. Mock interviews and group discussions are also a part of the industry readiness programme.
6. The cell organizes series of entrepreneurship programmes with the motto of facilitating students to become job creators rather than job seekers.
7. Periodical understanding of the job avenues prevailing in the market is understood and programmes are organized to the students at par.
8. Develop synergy between industries and University.
9. Counsel and mentor the students in the career prospects in diverse fields.

Conduct of the Recruitment Process:

The placement cell liaises with various industrial establishments and corporate houses, which conduct campus interviews and select graduates and post graduates from all disciplines.

Placement Process:

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| Step 1 | Invite brochure to corporate |
| Step 2 | Response from the corporate with eligibility criteria and job description |
| Step 3 | Awareness to the final year students on the profile of the company and the Job Profile |
| Step 3 | Students registration |
| Step 4 | Database shared with the companies |
| Step 5 | Confirmation of date of visit for Pre-placement talk / Campus Placement |
| Step 6 | Prior to the recruitment date need based orientation and training is arranged. |
| Step 7 | Organize the interview process as required by the organizations. |

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| Step 8 | Campus Placements |
| Step 9 | Submission of final list of selected candidates |
| Step 10 | On-line offer letters are rolled by the company to the candidates selected and are facilitated for on boarding. |
| Step 11 | Students are advised to hold PAN Card and Passport and are also facilitated on this. |

Students are facilitated to attend Off campus interviews too.

Training:

Training activities:

- Conduct seminar, workshops, Career Awareness Programmes
- Equip the graduates to the demands of corporate environment
- Arrange Personality Development Workshops
- To train students in designing their resumes and facing interviews confidently
- Trains students in aptitude tests, communicative skills, interview techniques, group discussions etc.,
- On-line Tests, conduct mock sessions
- Business Etiquettes
- Building strong competencies and skills in industry specific areas
- Personality development- Interpersonal and Communication skills, Team building, Leadership, Motivation, Self - Esteem, Positive attitude etc.,
- Personality Profiling, company specific training

Placement:

- Final placements
- Pre-Placement talk
- Project /summer placements / internship
- Create and maintain a data-bank on profiles of passing out graduates.
- Publicize the human resource potential
- Invite various organizations for campus recruitment
- Notification regarding various competitive examinations like banking, State level and National level service commission exams etc.
- Keep track of all advertisements related to the Industry and communicating them to the concerned
- Career Planning and Career Mapping

Counselling:

- Counsel and guide the students
- Career Planning and Career Mapping
- To match skills and challenges that the industry expects
- Periodical meeting with the final years to share and understand ideas about their opportunities and interests

Industry-institute Interface:

- Rapport building with the industries
- Create relationships with key recruiters worldwide
- Interaction with other educational institutions

In understanding the industry expectations, all pursuing graduates are trained on soft skill, communication skill, aptitude training. Pre-placement talks, career awareness programmes, all notices of the service commission exams and competitive exams are brought to the notice of the students and are encouraged to apply for the same. Supporting training programmes are facilitated to the students. Need based training programmes are customized according to the requirements. Holistic training is given to the students in preparing them for placements. Plethora of books on preparation for placements, competitive exams and higher education are made available for the students.

Contact Details:

The placement activities are executed by the Advisor, Placement Officer & Counsellor backed by Staff Advisory Committee drawn from various faculties. Year on year, the placement activities are focused to improve by means of training according to industry pre-requisites and invite more companies for placements and also maintain symbiotic relationship with all the recruiters that the institution is associated with. The Placement Cell is assisted by Student Placement Coordinator who lead the team of placement representatives from various courses of study.

Advisors

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The Placement team takes immense pleasure in inviting all industry personnels to visit our campus to hire our final year graduates and post graduates who are ready to be hired and deployed with you in bringing their knowledge, talent and values from the campus to the corporate in following the organizational values and thereby strive for the growth of the organization and self.