



SYMBIOSIS COLLEGE OF ARTS & COMMERCE
An Autonomous College | Under Savitribai Phule Pune University
Reaccredited 'A+' with 3.51 CGPA For Third Cycle By NAAC | College with Potential for Excellence

PLACEMENT CELL WORKSHOP 2020-21

REPORT



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INTRODUCTION

THE SCAC Placement Cell organises every year a workshop on Resume Writing, Group Discussions and Personal Interview before the on-campus placement season begins. Most of the students, looking to embark upon their journeys into the corporate world, are new to most of the selection rounds conducted by the companies. This is an initiative taken by the Placement Cell to help them prepare better, instill confidence, write an impressive Resume, make an impact during the Group Discussions and ace the Interview Rounds. To effectively guide the students through their 'first times', the placement cell invites esteemed guests who have years of experience working in and with the corporate world.

In the academic year 2020-21, the Placement Cell organised these workshops from 7th September 2020 to 9th September 2020.

Number of students participated-- 180

DAY 1

SPEAKER--

**DEVAKI
PUROHIT**

Date-

7th Sept 2020

About Devaki

Devaki is an alumni of Symbiosis College of Arts and Commerce, She is the founder of "ClassApart". ClassApart is involved in conducting workshops Spoken English, Confidence Building and Public Speaking. Devaki started "ClassApart" right after graduating from SCAC.

Devaki is also an author and journalist for various newspapers.

She is multi talented and a very fascinating individual.

Overview

The first day of the workshop was on Resume and CV writing. Devaki guided the students on how they could effectively write award winning resumes. She threw light on what we can and what we cannot include in our resumes. Moreover, the difference between a CV and a Resume was highlighted by her. At the end of the program, a Question & Answer round was conducted so that the queries and doubts of the students could be addressed. It was a very interactive session and the students were certainly able to benefit out of it.



**RESUME
WRITING**

DAY 2

SPEAKERS--

--GUNJAN

SANJEEV

DESHPANDE

--AKSHAT

BHATNAGAR

Date-

8th Sept 2020

About Gunjan

Gunjan is an Alumni of Symbiosis College of Arts and Commerce. She is a finance specialist with comprehensive experience of managing multi-functional operations. Currently leading analytics as a stream and working closely with the CFO of the Honeywell Fire Business. She won the best outgoing commerce student award for SCAC in 2017.

About Akshat

Akshat is a financial analyst with demonstrated ability to solve business problems by providing data driven solutions. He is currently a finance specialist at Honeywell. He has handled 25 Digital Finance initiatives which include data extraction, cleansing, and publishing for dashboards. He is also a certified in Six Sigma Core Green Belt.

Overview--

The second day of the workshop was on Group Discussions. The speakers guided us as to how to tactfully handle a Group Discussion. They highlighted the importance of displaying respectful behavior, one's ability to add valuable insights on the topic and diplomatically steer the discussion towards a productive conclusion which evidently pronounces the skills of communication and team-working ability in the candidate. In order to provide the students a hands-on experience, they conducted three group discussions, encouraging the students to actively participate and putting light on the areas students needed to work on. The session was very beneficial to the students and it certainly helped them perform better in the Group Discussions.

**GROUP
DISCUSSION
TECHNIQUES**

DAY 3

Speaker--
**SNEHAL
SARKAR**

Date-

9th Sept 2020

About Snehal

Snehal ma'am is a Certified Master Life Coach from the American University of NLP and a Corporate Trainer with close to 15 years of management experience in hospitality and training. She is the founder of Mind Mantras, an organizational development venture, she offers group workshops and one-on-one sessions and has initiated a transformation in more than 10000 professionals and students across industries in the last three years. She specialized in Training and Development from Toronto.

She was awarded the Prime Minister's scholarship for All India First Rank in Business Communication in the National Council for Hotel Management, Ministry of Tourism.

Overview

Third day of the workshop was on Personal Interview. Snehal Ma'am explained us on how to handle the most important part of any selection procedure. She emphasized on various aspects in order to crack any interview, and what one should do before, during and after their interview. Ma'am also highlighted the importance of having a positive body language, researching about the company/ industry and to ask questions to the interviewer about the job/organization which shows our genuine interest in the role. Ma'am also explained the significance of being properly dressed in a formal attire and looking presentable. The session very informative and surely helped the students in their preparation for the upcoming placement drives.



**INTERVIEW
TECHNIQUES**