



ASSAM DON BOSCO UNIVERSITY

Tapesia Gardens, Kamarkuchi, Sonapur – 782 402, Assam, INDIA

Ref. No. F9/JJ/20-017

07 October 2020

NOTIFICATION on UNIVERSITY TEAM FOR TRAINING, PLACEMENT AND RELATED ACTIVITIES

The Vice Chancellor is pleased to constitute the University Team for Training, Placement and Related Activities with the following composition and with the terms of reference indicated below:

Team Leader	:	Shahnowaz Hussain
& Rapporteur		
Members	:	Kaustubh Bhattacharyya
		Rupam Roy
		James Famkima
		Rupam Das
		Anthony Aomoa
Advisor	:	Ms. Juhi Baruah

The terms of reference of this Committee are the following:

1. Planning and organization of yearlong training programmes for students in soft skills and conducting regular proficiency tests, personality tests, interview skills, soft skills in general etc. (*These are to find a place in the academic calendar*)
2. Contacting possible employers, companies and organizations for employment possibilities for the students and maintaining up to date data bases of such contacts
3. Planning and arranging on campus and on line recruitment drives for the students
4. Actively scouting for all information on recruitment, scholarships, higher studies, bursaries offered by government agencies, foundations, individuals and organization, and making them available on the University website and bringing them to the notice of relevant sections of the student community through mails, posters, seminars, colloquiums etc
5. Any other activity / initiative geared to creating awareness among the student community on the need for excelling in soft skills, creativity, additional qualifications through online courses etc that will make them stand out among the crowd in recruitment drives and interviews.

The Committee shall function with immediate effect; and shall make monthly reports on their activities to the Offices of Vice Chancellor and the Registrar, and furnish relevant data to the Directors of Schools and the Coordinators of NAAC and IQAC of the University.


Registrar
Assam Don Bosco University
Tapesia Gardens, Sonapur
Assam-782402 INDIA

