

Government College of Engineering, Kalahandi, Bhawanipatna

No.: GCEK/37

Date: 06th Jan. 2025

Notice for Walk in Interview

Recruitment of Training & Placement Officer

A walk in Interview for the post of “**Training & Placement Officer (on contract basis)**” will be conducted on 16th January 2025 at 10.30 AM.

Venue : Government College of Engineering Kalahandi, Bhawanipatna, Bandopala, Kalahandi, 766003.

Reporting time: 16th January 2025 at 10.00 AM.

Educational Qualifications:-

- MBA (Marketing)

Experience :-

- Experience as Training cum Placement Officer in reputed educational institution are preferred.
- Experience in maintaining corporate relations, public relations, career/manpower development and training.
- Good knowledge of latest Computer applications and other software skills to be used in office.
- Should have excellent linguistic skills (both verbal and written).

Job Responsibilities:

- Conducting survey and identifying potential employers (both national and international).
- Maintaining reciprocal relations with industry.
- Creation and regular updation of database of potential employers.
- Identifying opportunities and assisting in devising curriculum with changing industry needs.

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□ Identifying the training needs and equipping students to face the job interviews.

Age Limit:- 40 years as on 15th January 2025.

Pay: Rs. 35000/- per month (Consolidated).

Notes:-

- Institute reserves the right to relax the educational qualification, experience and age limit in respect of extremely deserving candidates.
- Candidates having the prescribed qualification and experience may attend the walk in interview with their Bio-data, original certificates (along with a set of self-attested copies) for educational qualification and experience and **latest salary slip (if any)** in organization letter head.
- For further details please contact 9439538890.
- No TA/DA will be paid for appearing the interview.

Sd/-
Registrar