PODAR INSTITUTE
OF MANAGEMENT STUDIES
[PIMS]

Seth Gyaniram Bansidhar Podar College,

Nawalgarh

Workshop on

"Professional Resume Building "

About program

Workshop Title   :   Professional Resume Building

Debate Venue   :   Podar Auditorium Hall

Date of Event   :   23-24/09/2023

Duration   :   11:30 am to 1.00 pm

Organized by   :   PIMS Department

Present   :   Prof. Mukesh Saini, Mrs. Rachna &

Prof. Ramesh Pareek & Prof. Ashish Mathur

Resource Person :   Dr. N.K Mishra (Dean CSE)

& Dr. Ambrish Sharma (Dean Mgmt)

Beneficiaries   :   200 Students

Distribution   :   IQAC & Principle Office

Program Coordinator: Mrs. Rachna

Contents

Introduction:

The Workshop on Professional Resume Making started at 11.30am with the opening remarks and welcome address given by Dr. Satyendra Singh. He brief about resume and blessing to student for workshop. Dr.Ambrish Sharma and Dr.Nand Kumar Mishra were the resource person of the workshop.

All the participants enjoyed the Impact identification game and videos during workshop.Dr. Sharma guided students so comprehensively and professionally. Hestreamlined the necessity of Professional Resume and Resume in every aspect for a layman to do a good Job.He emphasized on skills to back up the statements of resume, which plays a major role in understanding of employee who belongs to different classes with their factor of choice of industry.

Dr.Nand Kumar Mishra explained the secrets of resume from employers' perspective and provided technical and legal aspects of resume.

Dr.Rajendar Kumar COO- APT in its concluding note elaborated the benefits of such sessions of skill enhacement.

Program was anchored by Ms.Kashish and Ms. Sarika of BCA 1st year and Prof. Mrs.Rachna expressed her gratitude towards students' volunteers for their efforts and supporting staff in her vote of thanks speech.

Objective of The Event:

- To create an awareness about the importance of resume to final year/ pre final year students

Program outcome:

1. More than 200 students participated among them   100 Students have been submitted the rough draft resumeduring workshop and some are in process to finalize after necessary correction.

2. We have also identified 21 outstanding students by Impact identification game for some advance level of activity.

Permission:

Seth Gyaniram Bansidhar Podar College

Podar Educational Campus, Nawalgarh - 333042 (Raj.)

Date: 18/09/2023

Subject: Professional Resume Building Workshop for Students – Unlock Your Career Potential!

Dear Students,

Are you ready to take your career to the next level? Your journey towards a successful professional life begins with a compelling resume. We are thrilled to announce Resume Making Workshop specifically for students like you!

Workshop Details.

Date	Time	Venue	Resource Person	Technical support
23/09/2023	12:00 hrs.	Auditorium cum Computer lab	1. Dr. Ambrish Sharma 'Dean' (Management) PIMS 2. Dr. Nand Kumar Mishra 'Dean CSE' PIMS	1. Mr Ashish Mathur 2. Mr. Vikram singh

During this workshop, you will gain invaluable insights into creating a resume that sets you apart in the competitive job market. Whether you're looking to secure internships or a new career, this workshop will provide you with the tools and knowledge to design a resume that impresses potential employers.
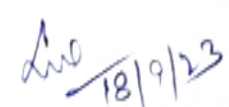
Workshop will cover:

1. Resume Essentials: Learn the fundamental elements of a powerful resume.
2. Customization: Understand how to tailor your resume for specific industries and roles.
3. Impactful Storytelling: Discover techniques to showcase your experiences, skills, and achievements effectively.
4. Networking Tips: Get guidance on building a professional online presence.

Registration link: https://forms.gle/LABFbsKYT/3FVqAF6

For any inquiries or additional information, please feel free to contact Prof. Mukesh Kumar Saini/Prof Ramesh Pareek of PIMS

Sincerely,

Prof. Rachna PIMS
Workshop Coordinator
Seth GB Podar College Nawalgarh

18/9/23

(Dr. Satyendra Singh)
Principal

Notice

SETH GYANIRAM BANSIDHAR PODARCOLLEGE

(Grade "A" in NAAC Accreditation)

Podar Educational Campus, Nawalgarh - 333042 (Raj.)

क्रमांक / जी.बी.पी.सी / 2023−24 / 110   दिनांक:− 16 / 09 / 2023

नोटिस

सभी विद्यार्थियों को सूचित किया जाता है कि दिनांक 23 / 09 / 2023 (शनिवार) को एक कार्यशाला " Workshop on Professional Resume Building" पर प्रो. (डॉ.) अम्बरीश शर्मा डीन (प्रबन्धन) एवं डॉ. नन्द कुमार मिश्रा डीन (कम्प्यूटर साइंस) द्वारा दोपहर 12:00 बजे से 2:00 बजे तक डॉ. रामनाथ ए. पोदार सभागार में आयोजित की जायेगी, जिसमें अन्तिम वर्ष के छात्रो का भाग लेना अनिवार्य है।

इस कार्यशाला में भाग लेने हेतु आपका रजिस्ट्रेशन होना अति−आवश्यक है। रजिस्ट्रेशन पूर्णतः निशुल्क है।

अतः उपरोक्त कार्यशाला में भाग लेने हेतु लिंक शीघ्र ही आपके Whatsap No. पर भेजी जायेगी। लिंक पर क्लिक कर अपना रजिस्ट्रेशन आवश्यक रूप से करें। कार्यशाला में भाग लेने वाले सभ विद्यार्थियों को ई−सर्टिफिकेट प्रदान किया जायेगा।

Link:- https://forms.gle/LA8FbsKYTJ3FVqAF6

16/9/23

(डॉ. सत्येन्द्र सिंह)
प्राचार्य

प्रतिलिपि सूचनार्थ:−

➢ श्रीमान एम. डी. शानभाग सर, अधिशाषी निदेशक, ए.पी.टी., नवलगढ़।
➢ डॉ. राजेन्द्र कुमार, सी.ओ.ओ., ए.पी.टी., नवलगढ़।
➢ डॉ. विनोद कुमार सैनी, उप−प्राचार्य, पोदार कॉलेज, नवलगढ़।
➢ क्लास सर्कुलेशन।
➢ Website प्रतिलिपि।
➢ ऑफिस रिकॉर्ड।
➢ नॉटिस बोर्ड।

Glimpses:

Lamp lightening by guests

Coo Sir Addressing students

Resource person Dr. N K Mishra addressing to the students

GPS Map Camera

Nawalgarh, Rajasthan, India
V749+JVX Koolwal Marriage Garden, Nawalgarh, Rajasthan 333042, India
Lat 27.856895°
Long 75.27073°
23/09/23 12:37 PM GMT +05:30

Resource person Dr. Ambrish Sharma addressing to the students

News in Newspaper:

दो दिवसीय प्रोफेशनल रिज्यूम मैकिंग विषय पर कार्यशाला का आयोजन

नवलगढ़ (सीमा सन्देश सं)। सेठ जीबी पोदार कॉलेज के पोदार इनस्टीटयूट ऑफ मैनेजमेंट स्टडीज के द्वारा दो दिवसीय कार्यशाला का आयोजन किया गया। यह कार्यशाला प्रोफेसनल रिज्यूम मैकिंग पर आधारित थी। जिसमें पोदार कॉलेज के अंतिम वर्ष के छात्रों तथा बी.बी.ए., बी.सी.ए. के छात्र-छात्राओं ने उत्साह से भाग लिया। कार्यशाला के दौरान छात्रों ने रिज्यूम मैकिंग का व्यवहारिक ज्ञान प्राप्त किया। जिसके लिए मैनेजमेंट विभाग के डीन प्रो. अम्बरीश शर्मा तथा कम्प्यूटर विभाग के डीन प्रो. नंद कुमार मिश्रा द्वारा छात्रों को व्यवहारिक एवं प्रयोगात्मक अभ्यास कराए गए तथा वर्तमान समय में रिज्यूम की उपयोगिता तथा अन्य मुख्य बिन्दुओं पर प्रकाश डाला। इस अवसर पर दी आनन्दीलाल पोदार ट्रस्ट के अधिशाषी निदेशक एम.डी. शानभाग, सीओओ डॉ. राजेन्द्र कुमार, पोदार कॉलेज प्राचार्य डॉ. सत्येन्द्र सिंह, उप-प्राचार्य डॉ. विनोद कुमार सैनी, प्रो. मुकेश सैनी, प्रो. आशीष माथुर, प्रो. रचना, प्रो. रमेश पारीक ने इस पहल को विद्यार्थियों के लिए हितकर बताया। दी आनन्दीलाल पोदार ट्रस्ट के चेयरमैन राजीव के. पोदार व ट्रस्टी सुश्री वेदिका पोदार का मानना है, कि इस तरह की कार्यशालाओं का आयोजन कॉलेज स्तर पर होता रहना चाहिए। जिससे विद्यार्थियों का सर्वांगीण विकास हो सके।

Attendies:
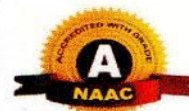
Date: 23 Sep, 2023

Workshop on Professional Resume Building
List of Attendees

S.No	Name	Class	Signature
1.	Ashish	BCom I	Ashish
2.	Goutam	BCom I	G
3.	Chandan	B.Com I	
4.	Avineesh	BSc	Avi
5.	Uttam	BCom II	
6.	Nikhil kumar	M.A. (03) I Geo	N
7.	Ristab Dev Mishra	BBA III rd	DMishra
8.	Shevani sharma	BBA I	
9.	Zaheer Sayaad	BBA -I	
10.	Ayan Khateri	BCA -I	Ayan
11.	Gautam	BCA I	Gaut
12.	Dharendra kumar	m.sc.(F) 2024	Dne
13.	Vishal Basotia	BCA. I	Vishar
14.	Abhey kumar Choodela	BCA - III	Abhay
15.	Suryaprakash	BCA -I	Surya
16.	Prerana Saini	BCA -I	Prerana
17.	Rahul Kumar	BCA III	
18.	Khalil	BCA III	
19.	Vishal sharma	BCA III	Vishal
20.	Rahul kumawat	BBA -I	Rahul
21.	Aman kumar Saini	BBA -I	Saini
22.	Sahil chohan	BBA -Ist	Shahil
23.	Pooja Meena	BBA - Ist	Pooja
24.	Ronak Kanwar	BBA - Ist	Kanwar
25.	Sunil kumar	BA I	Sunil Kumar

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Department of PIMS
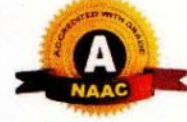
Date: 23 Sep, 2023

Workshop on Professional Resume Building
List of Attendees

S.No	Name	Class	Signature
1.	Renuka	BCA Ist year	Renuka
2.	Dakshata Tanwar	BCA Ist year	Dakshata Tanwar
3.	Garima Ashiwal	B.Com Ist year	Garima
4.	Disha Saraf	B.Com II year	Disha
5.	Varima Verma	B.com II year	Varima
6.	Ishika Didwania	BBA-IIIrd year	Ishika
7.	Heny Sharma	BCom-IInd year	Heny
8.	Rashtriyata	Mcom-(B)	Rashtriyata
9.	Lakshila Sharma	BCA-I yr	Lakshila
10.	Nikita saini	BCA-II yr	Nikita saini
11.	Khushi saini	BCA-II yr	Khushi saini
12.	Vibhanshi Tongui	BBA-Ist yr.	Vibhanshi
13.	Vartika	BCA-Ist year	Vartika
14.	Nikita Soni	BCA IInd year	Nikita
15.	Kajal	B.com Ist year	Kajal
16.	Sakshi Agarwal	B.Sc III year	Sakshi
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Date: 23 Sep, 2023

Workshop on Professional Resume Building
List of Attendees

S.No	Name	Class	Signature
1.	Aman	BCA-I	Aman
2.	Priyanshu Mourya	BCA-I	Pri
3.	Anuj Yogi	BCA-I	Anuj
4.	Nitesh Kumar	BCA-I	N.
5.	Jahid	BCA-I	Jahid
6.	Amit	BCA-I	A
7.	Rahul Saini	BCA-II	Rahul
8.	Hrishabh Jangir	BCA-I	Hrishabh
9.	Mukesh Lakhmara	BCA-II	Mukesh
10.	Nishant Mishra	BBA-I	Nishant
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Organized By:
Department of PIMS

Seth Gyaniram Bansidhar Podar College
Nawalgarh, Jhunjhunu (Raj.)

Date: 23 Sep, 2023

Workshop on Professional Resume Building
List of Attendees

S.No	Name	Class	Signature
1.	Aditya Soni	BCA I	*(signature)*
2.	Rohit meena	BCA I	Rohit
3.	Yogesh	BCA I	Yogesh
4.	Lokesh	BCA I	Lokesh
5.	Raxit	BCA - II	Raxit
6.	Ashish singh	BCA - I	Ashish
7.	Gautam Royal	BCA - I	Royal
8.	Rahul Chhippa	BCA - I	*(signature)*
9.	dinesh saini	BBA - I	dinesh
10.	Aayush jangid	BCA - I	jangid
11.	Rishabh Chotia	BBA - IInd	*(signature)*
12.	Vijendra Kumar	BCA - IIed	*(signature)*
13.	Aditya Meel	BSC. III rd (m)	Aditya
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Department of PIMS

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S.No	Name	Class	Signature
1.	Tanisha Sharma	BBA - III	Tanisha
2.	Priyanka Saini	Msc(P) zoology	Priyanka.
3.	Vanshika Saini	M.sc(f) zoology	Vanshika.
4.	Monika Sain	M.Sc (f) zoology	Monika Sain
5.	Aman	BCA - I	Amy
6.	Rohan	BBA - II	
7.	Sahil	BBA - II	
8.	Sahil	BCA - I	
9.	Rishiraj	BBA II	
10.	Kartikun Sharma	B.com Ist	
11.	Dinesh Patodia	B-com. Ist	
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Organized By:
Department of PIMS

Date: 23 Sep, 2023

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List of Attendees

S.No	Name	Class	Signature
1.	Rahul Singh	BBA-III	Rahul Singh
2.	Maheruf Klokhar	BCA-II	(M)
3.	Ayan Khatri	BBA-IIIrd	Ayan
4.	Ashutosh Sharma	BCA-III	AS
5.	Bajrang Dueli	BCA I	Bajrang
6.	Rishabh	BCA-J	Rishabh
7.	Shivam Jangir	B CA-I	Shivam Jangir
8.	Mukesh	BCA-I	Mukesh
9.	Falak Khokwar	BCA-I	falak
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Organized By:
Department of PIMS

Feedback:

Students have submitted their feedback via google form which link is given below:

https://docs.google.com/forms/d/1oPZaceJ5Pm8sY1OLyM86ZFb5PIPbnSdh9oM8U1PtF_k/edit

According to the online survey we get 46 responses and the result is:

How relevant was the content discussed during the Session?
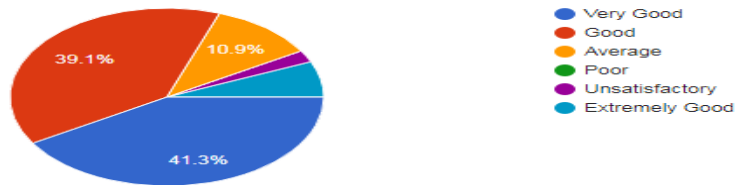46 responses

- Very Good
- Good
- Average
- Poor
- Unsatisfactory
- Extremely Good

47.8%, 34.8%
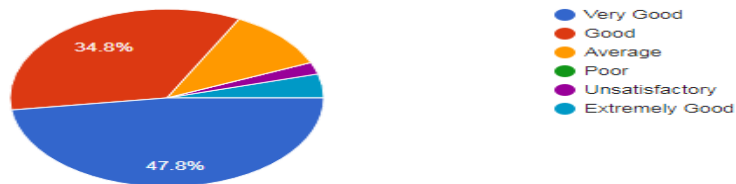
Are you satisfied with the time and venue ?
46 responses

- Very Good
- Good
- Average
- Poor
- Unsatisfactory
- Extremely Good

41.3%, 39.1%, 10.9%

Did the Session Match with your expectations?
45 responses

- Very Good
- Good
- Average
- Poor
- Unsatisfactory
- Extremely Good

44.4%, 44.4%
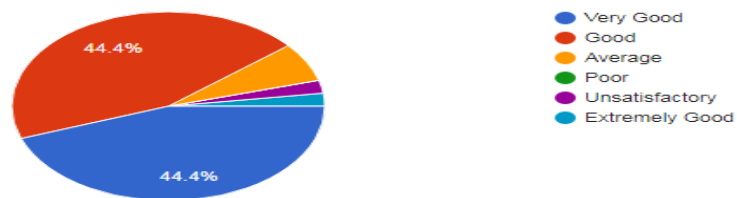
How this session was useful from the knowledge and information point of view ?
45 responses

- Very Good
- Good
- Average
- Poor
- Unnsatisfactory
- Extremely Good

55.6%, 31.1%, 8.9%