



Ref: -VNTAMV/Committee/2026/८५४

Date:-20.01.2026

OFFICE ORDER

Subject: Constitution of Student support, career guidance and placement cell
Career guidance and placement cell has been constituted with the following members:

Members of Student Support, Career guidance and placement Cell:

Sr. No	Name of the Member	Designation
1	Dr. Manisha G.Dunghav	Chairperson
2	Dr.Ashish Thakur	Member Secretary
3	Dr.Yogesh Gaikwad	Member
4	Dr.Bhavna Tokapure	Member

➤ **Functions of Career guidance and placement Cell:**

• **Placement Activities:**

- I. Inviting prospective employers for campus recruitment and job fairs.
Managing the entire placement process, including pre-placement talks, written tests, group discussions, and interviews.
- II.Maintaining a database of students and providing it to companies.
- III.Facilitating internship opportunities for students to gain practical experience.

• **Career Guidance and Counseling:**

- I.Providing personalized career counseling and guidance on higher studies or job choices.
- II.Conducting aptitude tests and personality development sessions.
- III.Organizing career awareness workshops, seminars, and expert lectures.

• **Skill Development and Training:**

- I.Conducting training programs to improve communication skills, Spoken English, and technical skills.
- II.Organizing mock interviews, resume writing workshops, and group discussion practice.

• **Industry-Institute Interaction:**

- I.Building and maintaining strong relationships with corporate recruiters.
- II.Collecting industry feedback to suggest curriculum improvements.

• **Monitoring and Support:**

- I.Tracking placement statistics and student progression data for continuous improvement.
- II.Providing information on job opportunities and competitive examinations.

CC to:

1. Hon'ble Chairman SES
2. CEO
3. Admin Head
4. HR
5. All Members of the committee
6. Chairperson IQAC
7. File

Principal,
Dr. Manisha G. Dunghav
VNTAMV