

OFFICE OF THE CAREER GUIDANCE &PLACEMENT CELL

K.C. DAS COMMERCE COLLEGE

A Provincialised College under the Government of Assam

Chatribari, Guwahati: 781 008, Assam

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Dr. Ananta Pegu, M.A, Ph.D., LL.B.

Coordinator, Career Guidance & Placement Cell

Ref. No.: KCDCC/Career/

ACTIVITY REPORT: 2023-24

12th March, 2024

1. Name of the Organizing Cell: Career Guidance & Placement Cell

2. Name of the Event Conducted: The Art of Resume Building

3. Name of the Collaborating Department (if any): Career Guidance & Placement Cell, KCDCC

4. Mode: Offline

5. Date of the Event: 12-03-2024

6. Time: 9:30 am onwards

7. Place/ Venue/ (Platform - in Case of Online Programme): Digital Conference Hall-II

- **8. Objectives of the Event (Please describe point-wise):** To provide relevant information among the students how to build good resume for applying different job markets.
- **9.** Name of Resource person(s) with their Position and Organization Name (if any): Mr. Sandeep Jain, placement Officer, KCDCC, Guwahti.
- 10. Title of the Topic(s) delivered by the Resource person(s) (if applicable): The Art of Resume Building

Creating Career Awareness

- 11. Total No. of Participants:
 - a. Students: 76
 - b. Teachers: Nil
 - c. Others (Please Specify): Students' Union & Office Staff = Nil
- 12. Total No. of Beneficiaries (in case of extension activities): 76
- 13. Outcome of the Event (Please describe within 200 words): Students are able to learn how to build a resume for applying different job sectors.

Sd/-

Dr. Ananta Pegu, Coordinator, Career Guidance & Placement Cell

Signature of the Coordinator with Seal

Note:

Please enclose the following documents with the report:

- 1. Photographs of the Event with Banner (Maximum 4 copies, at least 1 Geo-tagged Photo)
- 2. Attendance Record of the Participants with their Signature.

Both the Softcopy and Hardcopy of the reports are to be submitted to the IQAC. Softcopy is to be sent to IQAC email: kcdcc.iqac2020@gmail.com

THE ART OF RESUME BUILDING

GROOMING SESSION FOR M.COM STUDENTS



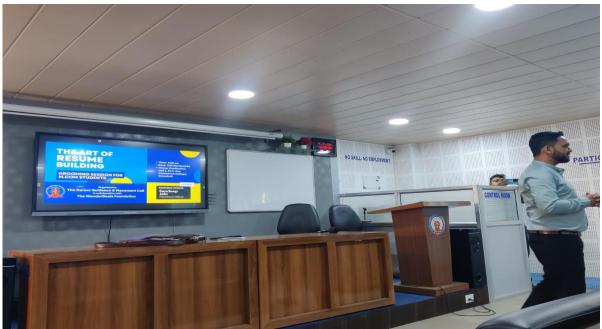
Organised by
The Career Guidance & Placement Cell
in collaboration with
The WonderBeats Foundation

- Time: 9:30 am
- Date: 12th March,2024
- Venue: Conference Hall 2, (K.C. Das Commerce College, Guwahati.

Speaker

RESOURCE PERSON
Sandeep
Jain
Placement Officer





Total=76

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