

Dinsha Patel College of Nursing, Nadiad

National Assessment and Accreditation Project (NAAC)

MOTTO: "To know the road ahead, ask those coming back"

1. Title of the Committee: Guidance and Placement Cell

2. Details of committee members:

Sr. No.	Name	Designation in committee
1	Mr. Virendra Jain	Chairman
2	Ms. Mansi Patel	Secretary/PO (Placement officer)
3	Ms. Arpita Vaidya	Member
4	Ms. Julia Chauhan	Member
5	Ms. Neha Parmar	Member
6	Mr. Kailash Nagar	Member
7	Mr. jyot darji	Member

3. Objectives of Committee:

The broad objectives of Guidance and Placement Cell are as follows:

1. To provide guidance and assistance for the students to achieve their career goals.
2. To guide and motivate students to succeed in qualifying examinations and join post graduate courses
3. To provide information and assistance to students regarding
 - Job opportunities in India and abroad
 - Opportunities for self employment
 - Opportunities for higher education in India and abroad
 - Competitive examinations like IETS, TOEFEL

4. Strategies/Policies for attainment of objectives

About Placement Cell

The Placement Cell organizes campus interviews by inviting various organizations for the placement of the student for jobs. It fulfils dual purposes, one for students securing their future career, another for the organization securing the best fresh talent available in the region to train and mould them for their long time need of the employees.

The cell undertakes various activities of training and grooming of students in terms of conducting mock interviews, GD sessions, resume writing.

Placement Process

Once an organization shows interest in recruitment from the Institute, the students are asked to register their interest for the job. Placement cell will try to get as much details as possible about the job profile. Only students who register for that particular job profile will be considered for the job opening and their names and CVs will be shared with the company. It will be responsibility of a student to keep his/her resumes updated with placement cell. Once the names of students are submitted, student is not allowed to withdraw from the selection process.

Organizations come for Pre-Placement Talk / Group Discussion / Written Test and the short-listed students are interviewed at the campus. Alternately, some organization select students based on their CV and may invite them for Group Discussions/Interviews at their offices.

Planning for Placement

The placement activity is primarily managed by the Placement Committee headed by Chairman of the committee and Principal of DPCN Mr. Virendra Jain with the help of Secretary Ms. Mansi Patel and other committee members.

The Broad Activities Undertaken by the Placement Cell are:

- Inviting guest lecture regarding guidance and placement
- Communication, networking and relationship building with the potential recruiters
- Invitation to potential recruiters to visit the Institute.
- Continuation of placement activities after the stipulated period, till all the students are placed.
- Grooming and training of the candidates for the placements so that their chances of selection increase.
- General follow-up, joining formalities and other administrative activities.

Placement Eligibility

Students who fail to clear the academic exams & other formalities at the end of course, shall be removed from the placement process and hence will not be eligible for campus placement activities. Any major disciplinary actions will terminate the student from campus placement activities.

5. Distribution of work among members

Sr. No.	Name	Allotted Work
1	Mr. Virendra Jain	<ul style="list-style-type: none">To monitor the undergoing work of the committee and to provide constructive suggestions and guidance
2	Ms. Mansi Patel	<ul style="list-style-type: none">Perform administrative functions such as drafting correspondence, scheduling appointments, organizing and maintaining paper and electronic files or providing information to callers.
3	Ms. Arpita Vaidya Mr. Kailash Nagar Ms.Neha Parmar	<ul style="list-style-type: none">To bring best possible organization for the campus interview
4	Ms. Julia Chauhan ,Mr. Jyot Darji	<ul style="list-style-type: none">To maintain communication between Placement officer and the students, so the problems can be identified easily

6. List of the records to be Maintain

1. Placement file of the students
2. Important documents like MOU made with the organizations (if any)

Sign of Principal