

## **A Two Days workshop on employability Skills conducted by AIMS International, North Maharashtra Chapter**

**October 9-10, 2014:** In keeping with the Raisoni culture of 'Beyond Classroom teaching and to hone the employability skills a workshop was conducted at G H Raisoni Institute of Business Management, Jalgaon by G H Raisoni Academy of Human Excellence (GH RAHE) an ISO 9001-2008 Certified Training Academy in association with AIMS International, North Maharashtra Chapter.

In her opening address, **Dr. Preeti Agarwal, the Chapter Director, AIMS International**, said that merely theoretical subject knowledge is not enough to get a job. Other skills like soft skills, techniques to crack GD & PI, grooming etc are quite significant. The expectations of industry can be met only if these are indoctrinated. With the same objective, GHRIBM and AIMS International, North Maharashtra Chapter has organized this workshop.

Mr. P. A. Varhadpande and Rahul Trivedi, Training Managers, G H Raisoni Academy of Human Excellence (GH RAHE) were invited as the resource trainers for the workshop.

**Day 1:** Mr. Trivedi started the workshop with an ice-breaking activity. He started with the group discussion (GD) theory in which he focused on the importance of GD in recruitment process, GD as an elimination process and pre requisites of a GD.

He also focused on Dos and Don'ts in a GD and the evaluation parameters of GD. A Mock GD with video shooting was conducted and individual feedback was given to the students.

In the 2<sup>nd</sup> half he focused on the Personal Interview Skills. He threw light on process of interview, the qualities checked in interviews. Then he explained the different types of interviews, frequently asked questions (FAQs) in interview and Dos and don'ts in interview.



*Mr. Rahul Trivedi, Soft Skill Trainer, imparting training on employability skills to the Management students*

**Day 2:** A resume writing workshop was conducted in the 1<sup>st</sup> half in which, he focused on the importance of resume writing. He explained the contents line including career objective, educational synopsis, experience, internship projects, IT proficiency, strengths and weakness, personal dossier, format of covering letters.

In the 2<sup>nd</sup> half the resource person imparted training on grooming in which he threw light on basics of formal attires, elementary practices on self hygiene, ways to create a professional image even before joining a profession.

Director Dr. Preeti Agrawal and the members of AIMS - North Maharashtra Chapter Prof. Makarand Wath and Prof. Deepak Sharma expressed that such sessions would definitely prove beneficial for enhancing the employability skills of the students across the region.

The students put queries to the trainer, which were satisfactorily answered. The participants said that this workshop has given them an insight into the expectations of the recruiters and have given them the skills required for getting, keeping and doing well on a job.