

**Meeting of the Placement Coordinators has been scheduled as follows:**

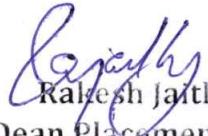
**Date: 20 August,2021**

**Time: 02:00 PM**

**Venue: Conference Room (Placement Cell)**

**Agenda:**

- **Discussion on Upcoming Placement Drive**
- **WIPRO LIMITED & Capgemini**
- **Eligibility Criteria and Eligible Branches for WIPRO LIMITED & Capgemini**
- **Next Meeting**



Rakesh Jaitly  
Dean Placement  
Dean,  
Training & Placement,  
Amritsar Group of Colleges,  
Amritsar.

| S.No. | Name               | Designation  | Signature       |
|-------|--------------------|--|-----------------|
| 1.    | Mr. Rakesh Jaitly  | Dean Placements                                    | <i>Rakesh</i>   |
| 2.    | Ms. Shruti Prashar | Assistant Placement Officer                        | <i>Shruti</i>   |
| 3.    | Mr. Manik Laad     | Assistant Placement Officer                        | <i>Manik</i>    |
| 4.    | Ms. Rajni Arora    | APT/Soft Skills Training Coordinator               | <i>Rajni</i>    |
| 5.    | Ms. Amit Parashar  | Industry Liaison Officer (Mahindra & Mahindra Ltd) | <i>Ab</i>       |
| 6.    | Mr. Ajay Sharma    | Placement Coordinator / B. Tech CSE                | <i>Ajay</i>     |
| 7.    | Mr. Rajbir Singh   | Placement Coordinator /B. Tech ME                  | <i>Rajbir</i>   |
| 8.    | Mr. Sandeep        | Placement Coordinator /B. Tech CE                  | <i>Sandeep</i>  |
| 9.    | Ms. Ajaypal Singh  | Placement Coordinator /B. Tech EE                  | <i>A. pal</i>   |
| 10.   | Ms. Ridham Pathak  | Placement Coordinator /Management                  | <i>Ridham</i>   |
| 11.   | Mr. Manbir Singh   | Placement Coordinator /BHMCT                       | <i>Ab</i>       |
| 12.   | Ms. Sanjana Dutta  | Placement Coordinator / B.Sc. Fashion Design       | <i>SD</i>       |
| 13.   | Mr. Agyapal Singh  | Placement Coordinator /B.Sc. Agriculture           | <i>Ab</i>       |
| 14.   | Ms. Arshdeep Kaur  | Placement Coordinator /DCA                         | <i>Arshdeep</i> |

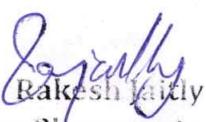

  
 Mr. Rakesh Jaitly  
 Dean Placements

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|                                |                           |                      |  |
|--------------------------------|---------------------------|----------------------|--|
| <b>Meeting Date &amp; Time</b> | <b>20 Aug-2021</b>        | <b>Meeting Venue</b> | <b>Conference Room (Training &amp; Placement Cell)</b> |
| <b>Meeting Drafted Date</b>    | <b>20 Aug-2021</b>        | <b>Meeting Chair</b> | <b>Mr. Rakesh Jaitly (Dean Placements)</b>             |
| <b>MoM Drafted by</b>          | <b>Ms. Shruti Prashar</b> | <b>Meeting Title</b> | <b>Weekly Meeting with Placement Committee Members</b> |

| <b>Attendees</b>  | <b>Absentees</b>   |
|---|--|
| Mr. Rakesh Jaitly (Dean Placements)<br>Ms. Shruti Prashar (APO)<br>Mr. Manik Laad (APO)<br>Ms. Rajni Arora (Apt/Soft Skill Coordinator)<br>Mr. Ajay Sharma (B. Tech CSE)<br>Mr. Sandeep (B. Tech CE)<br>Ms. Rajbir Singh (B. Tech ME)<br>Mr. Ajaypal Singh (B. Tech EE)<br>Ms. Arshdeep Kaur (Dept of Computer Application)<br>Ms. Ridham Pathak (Management)<br>Ms. Sanjana Dutta (B.Sc. FD) | Mr. Aggopal Singh (Agriculture)<br>Mr. Manbir Singh (HMCT)<br>Mr. Amit Parashar (Industry Liaison Officer) |

| S.No. | Agenda  | Discussion   | Responsibility   | Deadline   |
|-------|---|--|--|------------|
| 1.    | <b>Discussion on Upcoming Placement Drive</b>                                       | The meeting commenced with a discussion on the upcoming placement drives scheduled to be initiated.  | Placement Coordinators from each Department                | 20-08-2021 |
| 2.    | <b>WIPRO LIMITED &amp; Capgemini</b>  | The committee confirmed the readiness for WIPRO LIMITED & Capgemini drive scheduled on 24-08-2021 & 27-08-2021 including ensuring students' readiness for the recruitment process. | Placement Team/Placement Coordinators from each Department | 23-08-2021 |
| 3.    | <b>Eligibility Criteria and Eligible Branches for WIPRO LIMITED &amp; Capgemini</b> | Students must have 60% in graduation and 60% throughout in their current degree respectively. Eligible branches B. Tech CSE, ECE, EE, ME, CE & MCA respectively.                   | Placement Coordinators from respective Department          | 20-08-2021 |
| 4.    | <b>Next Meeting</b>   | The next meeting is scheduled on 01 <sup>st</sup> September, 2021 at Training & Placement Cell   | Placement Coordinators from each Department                | 20-08-2021 |

  
Bakesh Jaitly  
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Amritsar Group of Colleges,  
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