

Circular	Training & Placement Cell
Ref No. AGC/T&P/001	Date: 05-12-2023

Meeting of the Placement Coordinators has been scheduled as follows:

Date: 07 December 2023

Time: 02:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- **Discussion on Upcoming Placement Drive**
- **L&G Consultancy**
- **Eligibility Criteria and Eligible Branches for L&G Consultancy**
- **Next Meeting**

*Dean, Training & Placement,
Amritsar Group of Colleges*
Dean Placements

T&P/AGC/2023/12/07 Date: 07/12/2023

S.No.	Name	Designation	Signature
1.	Mr. Rakesh Jaitly	Dean Placements	Rakesh Jaitly
2.	Ms. Shruti Prashar	Assistant Placement Officer	Ab
3.	Ms. Avleen Randhawa	Assistant Placement Officer	Avleen Randhawa
4.	Mr. Rishabh Arora	APT/Soft Skills Training Coordinator (Aptitude Baba)	Rishabh Arora
5.	Mr. Rajat Tak	Industry Liaison Officer (Hero MotoCorp)	Rajat
6.	Mr. Ajay Sharma	Placement Coordinator / B. Tech CSE	Ajay
7.	Mr. Prabhjot Singh	Placement Coordinator /B. Tech ME	Prabhjot
8.	Mr. Sandeep Sharma	Placement Coordinator /B. Tech CE	Sandeep
9.	Mr. Ajaypal Singh	Placement Coordinator /B. Tech EE	Ajaypal
10.	Ms. Ridham Pathak	Placement Coordinator /Management	Ab
11.	Mr. Manbir Singh	Placement Coordinator /BHMCT	Manbir
12.	Ms. Sanjana Dutta	Placement Coordinator / B.Sc. Fashion Design	Ab
13.	Ms. Shakti Galhotra	Placement Coordinator /Pharmacy	Ab
14.	Ms. Rajbir Kaur	Placement Coordinator /Applied Sciences	Rajbir
15.	Ms. Shivani	Placement Coordinator /Law	Shivani
16.	Ms. Arshdeep Kaur	Placement Coordinator /DCA	Arshdeep Kaur
17.	Mr. Agyapal Singh	Placement Coordinator /Agriculture	Agyapal


 Mr. Rakesh Jaitly
 Dean, Placement
 AMRITSAR GROUP OF COLLEGES,
 Amritsar



Meeting Date & Time	07-Dec-2023	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	07-Dec-2023	Meeting Chair	Mr. Rakesh Jaitly (Dean Placements)
MoM Drafted by	Ms. Avleen Randhawa	Meeting Title	Weekly Meeting with Placement Committee Members

Attendees	Absentees
Mr. Rakesh Jaitly (Dean Placements) Ms. Avleen Randhawa (APO) Mr. Manvir Singh (APO) Mr. Ajay Sharma (B. Tech CSE) Ms. Rajbir Kaur (Applied Science) Mr. Rajat Tak (Industry Liaison Officer) Mr. Agyapal Singh (Agriculture) Mr. Prabhjot Singh (B. Tech ME) Ms. Shivani (Law) Mr. Manbir Singh (HMCT) Mr. Sandeep (B. Tech CE) Mr. Ajaypal Singh (B. Tech EE) Ms. Arshdeep Kaur (Dept of Computer Application) Mr. Rishabh Arora (APT/Soft Skill Training coordinator)	Ms. Shakti Galhotra (Pharmacy) Ms. Sanjana Dutta (Fashion Design) Ms. Ridham Pathak (Management) Ms. Shruti Prashar (APO)

S.No.	Agenda	Discussion	Responsibility	Deadline
1.	Discussion on Upcoming Placement Drive	The meeting commenced with a discussion on the upcoming placement drives scheduled to be initiated.	Placement Coordinators from each Department	07-12-2023
2.	L&G Consultancy	The committee confirmed the readiness for L&G Consultancy drive scheduled on 12-12-2023 including ensuring students' Aptitude readiness for the recruitment process.	Placement Team/Placement Coordinators from each Department	10-12-2023
3.	Eligibility Criteria and Eligible Branches for L&G Consultancy	Students must have 60% in their current degree. Eligible branches B. Tech CSE & MCA respectively.	Placement Coordinators from respective Department	07-12-2023
4.	Next Meeting	The next meeting is scheduled on 08 th February,2024 at Training & Placement Cell	Placement Coordinators from each Department	07-12-2023


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