



Circular	
Ref No. AGC/T&P/001	Date: 01-04-2024

Training &
Placement Cell

Meeting of the Placement Coordinators has been scheduled as follows:

Date: 03 April 2024

Time: 02:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- Discussion on Upcoming Placement Drive
- Alembic Pharmaceuticals Ltd.
- Eligibility Criteria and Eligible Branches for Alembic Pharmaceuticals Ltd.
- Next Meeting

Rakesh Jatly
Dean, Training & Placement, AGC

T&P/AGC/2024/04/03 Date: 03/04/2024

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

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

Meeting Date & Time	03-Apr-2024	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	03-Apr-2024	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. Shruti Prashar (APO) Ms. Avleen Randhawa (APO) Mr. Manvir Singh (APO) Mr. Rajat Tak (Industry Liaison Officer) Mr. Rishabh Arora (APT/Soft Skill Training coordinator) Mr. Ajay Sharma (B. Tech CSE) Ms. Rajbir Kaur (Applied Science) Ms. Shakti Galhotra (Pharmacy) Ms. Ridham Pathak (Management) Ms. Arshdeep Kaur (Dept of Computer Application) Mr. Prabhjot Singh (B. Tech ME) Mr. Manbir Singh (HMCT) Ms. Sanjana Dutta (Fashion Design)	Mr. Agyapal Singh (Agriculture) Mr. Ajaypal Singh (B. Tech EE) Mr. Sandeep (B. Tech CE) Ms. Shivani (Law)

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	03-04-2024
2.	Alembic Pharmaceuticals Ltd.	The committee confirmed the readiness for Alembic Pharmaceuticals Ltd. drive scheduled on 09-04-2024 including ensuring students' aptitude readiness for the recruitment process.	Placement Team/Placement Coordinators from each Department	06-04-2024
3.	Eligibility Criteria and Eligible Branches for Alembic Pharmaceuticals Ltd	Students must have 60% in their current degree. Eligible branches B. Pharmacy & D. Pharmacy.	Placement Coordinators from respective Department	03-04-2024
4.	Next Meeting	The next meeting is scheduled on 08 th April,2024 at Training & Placement Cell	Placement Coordinators from each Department	03-04-2024


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