 AMRITSAR GROUP OF COLLEGES <small>ENGINEERING PHARMACY LAW</small>	Circular		Training & Placement Cell
	Ref No. AGC/T&P/001	Date:12-05-2025	

A coordinators' meeting has been scheduled with Dean Placements to discuss placement, training, and industry interaction activities.

Date: 15th May,2025

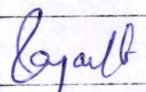
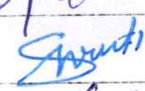
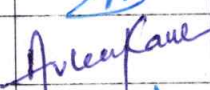
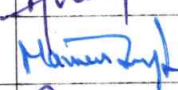
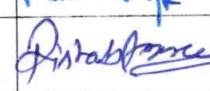
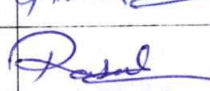
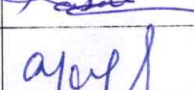
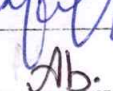


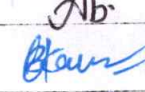
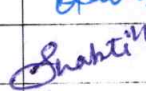


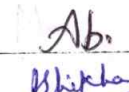
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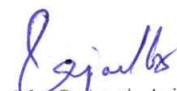
Venue: Conference Room (Placement Cell)

Agenda:


- Skill Development Initiatives
- Employer Engagement Strategy
- Alumni & Network Utilization
- Promotion of Placement Achievements
- Next Meeting


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

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


Mr. Rakesh Jaitly
Dean Placements

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

 AMRITSAR GROUP OF COLLEGES <small>ENGINEERING PHARMACY LAW</small>	Minutes of Meeting	Training & Placement Cell
	Ref No. AGC/T&P/2025/05/15	

Meeting Date & Time	15-May-2025	Meeting Venue	Conference Hall (Training & Placement Cell)
Meeting Drafted Date	15-May-2025	Meeting Chair	Mr. Rakesh Jaitly (Dean Placements)
MoM Drafted by	Ms. Rajwinder Kaur	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) Ms. Shikha Sharma (DCA) Mr. Hardeep Singh (Management) Ms. Bhupinder Kaur (Fashion Design) Mr. Ajay Sharma (B. Tech CSE) Ms. Shakti Galhotra (Pharmacy) Mr. Sandeep (B. Tech CE)	Mr. Manbir Singh (HMCT) Mr. Chetan Varma (B. Tech EE) Mr. Prabhjit Singh (B. Tech ME) Ms. Rajbir Kaur (Applied Science) Ms. Shivani (Law)

S. No	Agenda	Discussion	Responsibility	Deadline
1.	Skill Development Initiatives	Plan workshops, certifications, and training sessions to enhance students' technical and soft skills relevant to industry needs.	Placement Team	23-05-2025
2.	Employer Engagement Strategy	Strengthen relationships with current recruiters and explore opportunities with new companies for campus drives.	Placement Team	23-05-2025
3.	Alumni & Network Utilization	Leverage alumni for referrals, mentorship, and industry insights to increase placement opportunities	Placement Coordinators from each Department	23-05-2025
4.	Promotion of Placement Achievements	Showcase student placement successes via social media, website and campus displays to attract recruiters.	Placement Team	23-05-2025
5.	Next Meeting	The next meeting is scheduled on 6 th August, 2025 at Training & Placement Cell	Placement Coordinators from each Department	23-05-2025


Rakesh Jaitly
Dean Placements

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Training & Placement,
Amritsar Group of Colleges,
Amritsar.