



BIYANI GROUP OF COLLEGES

NOTICE

Notice no- 86

Date-14th Oct 2025

The Placement and Training Cell is organizing a Training programme for Final year Pharmacy and IT Students from 16th Oct-17th Oct 2025, **Time-09:00 am to 2:30 pm**

The purpose of this program is to enhance communication and employability skills, enabling students to face interviews with confidence and secure their dream jobs.

Training Sessions Schedule

- Monday, 16th Oct- Thursday

09:00-10:00 AM	Resume Writing & Cover Letter- Ms. Rakhi Khandelwal
10:00-11:00 AM	Industrial Talk -Mr. Manish Verma
11:30-12:30 PM	Self-Introduction- Dr. Aparna Dixit
12:30-01:30 PM	Interview Questions, Basic & Corporate Etiquettes- Dr. Smriti Tiwari
01:30-02:30 PM	Mock Interview

- Tuesday, 17th Oct -- Friday

09:30-10:30 AM	Personal Grooming, Dressing Sense- Ms. Kanchan Sharma
10:30-11:30 AM	Group Discussion- Ms. Shivani Raina
12:30-01:30 PM	Importance of LinkedIn- Ms. Kanan Rawat
01:30-02:30 PM	Mock Interview


Director (Academics)

Copy to: Chairman/Principal/Dean /HR/HOD's /TPO/IT/IQAC