

REF. NO. RITE/2024-25/129

DATE: 07.10.2024

OFFICE ORDER

This is to inform all concerned that "Training and Placement Committee" of the Institute is hereby reconstituted with the following members:

| Sl. No. | Name | Designation | Responsibility |
|---------|-----------------------------|------------------|----------------|
| 1 | Dr. Subash Ranjan Kabat | Principal | Chairperson |
| 2 | Mr. Chitta Ranjan Mohapatra | TPO | Coordinator |
| 3 | Prof. Priyadarshinee Das | HoD, EE | Member |
| 4 | Prof. Prateek Das | Asst. Prof., ME | Member |
| 5 | Prof. Nibedita Mohapatra | Asst. Prof., CE | Member |
| 6 | Prof. Sucharita Nathsharma | Asst. Prof., CSE | Member |

Functions & Responsibilities:

- To help the Placement Cell to maintain contacts with Alumni.
- To help the Placement Cell to organize the various processes like written test, group discussion, technical interviews, HR interviews when companies come to the campus for placement drive.
- To organize activities aimed at improving Institute - Industry - Interaction.
- To coordinate the soft skills training programmes of the respective departments.
- To intimate students well in advance about the forth coming drives and selection process and to place the eligible students in different companies.
- To guide the students for necessary preparation for the drives.
- To arrange internships for third and fourth year students.
- To provide information about various careers available in this competitive world.
- To organize career development seminars and workshops.
- To invite companies to interact with students.
- To organize awareness programmes on significant areas.
- To activate resources for needy students to apply for jobs.
- To organize guest lectures on career development by expertise of the field.
- To train the students in soft skills and personality development which are essential for employment and successful career.

(Dr. S.R. Kabat)
PRINCIPAL

Copy to: 1. Management Committee for kind information
2. Dean Academics/All HoDs/ AO/TPO/ Above Concerned