

AGNEL CHARITIES (Agnel Seva Sangh)

# AGNEL POLYTECHNIC

(AICTE Approved & Govt. of Goa Aided Institute)

Agnel Technical Education Complex, Agnel Ashram, Verna - Goa, India 403 722

Phone : 0832-2791206 • Website: [www.agnelpolytechnic.ac.in](http://www.agnelpolytechnic.ac.in)

Email: [apv@agnelpolytechnic.ac.in](mailto:apv@agnelpolytechnic.ac.in), [agnelpolytechnicverna@rediffmail.com](mailto:agnelpolytechnicverna@rediffmail.com)

AP-83/2024-25/506

01/07/2024

## OFFICE ORDER

### Training and Placement Cell for the academic 2024-25.


The undersigned is pleased to constitute "Training and Placement Cell for the academic year 2024-25" comprising of the following members:

1. Mr. Leonov Vasco Da Gama	Lecturer Selection Grade	I/c Training and Placement Officer / Member
2. Ms. Vidhya D. Sarmalkar	Lecturer Selection Grade	Member
3. Mr. Sushant K. Naik	Lecturer	Member
4. Ms. Fedora L. Dias	Lecturer	Member
5. Ms. Radhika Prabhu	Lecturer	Member
6. Mr. Pradip Ashok Parab	Lecturer	Member
7. Mr. Norman J. F. A. B. De Souza	LDC	Administrative Staff
8. Mr. Shaikh Abdul Razak	MTS	Supporting Staff

The roles and responsibilities envisaged for the members of the above cell are as follows.

1. Carrying out a "Tracer Study" for pass outs of respective departments.
2. Organising & Coordinating Campus Placement programs.
3. Interacting with past and potential recruiters.
4. Coordinating field visits and guest lecturers.
5. Organising & Coordinating programmes that will enhance the employability skills of Students (eg. Aptitude test, how to write CV's, how to face job interviews, mock interviews etc.)
6. Providing date of all the above activities to the office of the Training & Placement Cell and/or any other authority requisitioning the same.
7. Providing the necessary information for filling the Self-Assessment Report for applying for accreditation under NBA.

Your whole hearted cooperation is hereby solicited to ensure the smooth functioning of the office of the Training and Placement.

  
(Dr. Rickey T. P. Nunes)  
**Principal**

To,  
All concerned members

CC.

1. HODs 2. Student Notice Board 3. Staff Notice Board 4. Guard File

### Other Institutions at the Complex

- |  |                                      |  |                      |
|--|--------------------------------------|--|----------------------|
| - Padre Conceição College of Engineering                 | - Padre Conceição Community College  | - Agnel Institute of Food Crafts and Culinary Sciences | - Konseisanv Balgram |
| - Fr. Agnel Multipurpose Higher Sec. School              | - Fr. Agnel Multipurpose High School | - Agnel Vocational Training Institute                  | - Agnel Kanya Kunj   |
| - Centre for Incubation and Business Acceleration (CIBA) |                                      |  |                      |