



PLACEMENT

Policy

- To emphasize the importance of career advice and training as a fundamental component of the placement process and to specify that all students in their final year are required to participate in career advice and training programs.
- The scope of career-related activities, including career planning, resume writing, and group discussions is integral to the services offered by the Placement Cell and the availability of these services and their accessibility to all students.
- To specify the regular organization of workshops led by company HR teams as a key feature of the placement cell's activities.
- To organise one-on-one counselling and group sessions, coach and guide students in selecting the suitable career that will meet their short- and long-term career goals.
- To maintain industry-institute connections to train students' employability skills.

Practices

- The placement cell keeps a directory of businesses that provide work possibilities and provides logistical support for gathering student databases and running on- and off-campus recruitment events.
- On-campus job fairs are held, and students are welcome to participate in interviews held at institutions close by.
- To give students the greater work prospects, the placement cell keeps strong relationships with the recruiters and placement officials of different universities.
- The Placement Cell offers training programs on Aptitude Tests, Group Discussions, and Soft Skills during the fifth semester which are conducted by qualified professionals.
- Students' feedback on the training is often gathered to assess the program's success.
- Students are encouraged to register on job websites to stay informed about employment opportunities and criteria.
- Students are allowed to grasp the employment criteria through online registration on the job sites.
- If necessary, the placement cell sets up pre-placement discussions. The recruiting team can speak with the students and outline the company's requirements during the pre-placement talk.



St. Joseph's College of Arts and Science for Women

(Affiliated to Periyar University, Salem)

An ISO 9001:2015 Certified Institution

Recognised U/s 2(f) and 12(B) of the UGC Act

Mookandapalli, SIPCOT, Hosur - 635 126

- The institution issues certificates to students who are placed and request references.
- The Placement Cell maintains accurate records of student placements and those who opt for higher education during the academic year.
- Interviews and mock tests are occasionally held.
- Students have access to the educational program "Test Factory" for self-evaluation.

Outcomes

- Students are very confident about going into the hiring process.
- Students know job possibilities, which aid them in choosing the best career.
- Students are well-informed about career options in the government and other industries.
- Students learn about their alternatives for further education abroad.
- The communication abilities (verbal and written) of the students are improved.
- Job-seeking students create their resumes using a standard format.
- Students are aware of what to expect from an employer and can get ready for it.
- Positive relationships are kept with alumni to encourage them to give back to the institution that allowed them to succeed.