ANJUMAN ARTS, SCIENCE, COMMERCE COLLEGE AND P G CENTRE, BHATKAL

INTERVIEW SKILLS WORKSHOP

Invitation



ANJUMAN ARTS, SCIENCE, COMMERCE COLLEGE & PG CENTRE, BHATKAL

PRESENTS

WORKSHOP ON

INTERVEIW SKILLS

TOPICS:

- . WHAT IS AN INTERVIEW
- TYPES OF INTERVIEWS
- STAGES IN INTERVIEW
- EFFECTIVE COMMUNICATION
- BODY LANGUAGE

Save the Date

22/06/2023

• RESUME BUILDING AND MORE

RESOURCE PERSON PROF. MRS. RITA MARSHAL GURUKUL SKILLS HUBLI

JOINT INITIATIVE OF PRINCIPAL MK SHAIKH

PROFESSOR GANIM MOHTISHAM (STUDENT WELFARE OFFICER)

INTERVIEW SKILLS WORKSHOP - photos







INTERVIEW SKILLS WORKSHOP Participants' List

	Menages done 22/6/23 Phyuman Bhathail				
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Gurukul Skills				
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7	Pooja. P. Naik	8088559353	B.A VI Sem			
8	Vacanti A. Nait	7619492601	BA VI Sem			
9	Sumana M. Mogen	9972195095	B.A VI SAM			
10	yashodha M. moger	9148312015	BIR DI Sem			
11	Magha Nagappa Naik	9353071817	B.A TT Sem			
12	Anusta J. Nork	9535907334	B.A VI.Sem			
13	Vielya V. Npik	9483779060	BA VI Sem			
12	Megha, M. Naik	9480949895	BA TV SEM.			
	Ashfiya shaikh	9900416588	BAT Sem			
15	huda misza	9901644864	B.AI Sem.			
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23	Lavanya Naik	9035459781	BA WSem			
24	Vinuta Mogeo		BA IV Sem			
25	Decksha Naik	911357468468	BA W SOM			
26	Bhagyashree Naik	8660584027	BSC IV Bern			
27	Namada PVishwataona	9323848820	BSC IV SUN			
18.	Chetra G. Gord	8618153410				
29	Odia G. Naik	8123278404	B.SC IV Sem			
30	Sushmita M.N.a	k 7204149558	B.Sc IV Sell			
	Speha M. Nask	7619662022	R.Sc IV Ser			
31.	Koushalya M. Moger	9481732572	B.Sc IV Sem			
33	Madhusia R Naik	6363329949	B.SC IV Sem			

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24	Netromati M. Good	-1399590398	BUCK IN BONN		
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36	Vadya R. Nack	7406792871	Bise IV sew		
31	Monike Magen	1616463080	Bee Vill sem		
38	lavarya plogez	9353534430	B. S. M. Sero.		
39	shami'aa Heade	a739062822	B.Sc VI Sem		
40	Monika I. Naik	9741368247			
41	Roopa. N. Achanya	9591409378	BSC MARA SOM		
42	Usha. K Mogeon	9731716267	OBC VIT PROZ		
13	Navan M.M	7795538048	Bse VI sem		
44	Ashli	7259592851	BSCIVI Sem		
45	Maya	7204 537812	BSC II -com		
4.6	Shreya & Noik	8971966248	BSC IL SOM		
17	Aysha	8904709260	BSC VI Sem		
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INTERVIEW SKILLS WORKSHOP - Resource Person Bio-Data

RESUME

Name : Mrs. Rita Marshal Mobile. : 9986996175 e-mail : ritafrancis0188@gmail.com

Education Qualification:

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

INSTITUTE: FATIMA COLLEGE OF BUSINESS ADMINISTRATION, KESHWAPUR. HUBLI

YEAR OF PASSING: JUNE 2010

MARKS SCORED: 65%

SUBJECT OF SPECIALIZATION: FINANCE

MASTER OF BUSINESS ADMINISTRATION (MBA)

INSTITUTE: SIKKIM MANIPAL UNIVERSITY

YEAR OF PASSING: JUNE 2012

MARKS SCORED: 58.86%

SUBJECT OF SPECIALIZATION: HUMAN RESOURCE MANAGEMENT

Additional Qualification:

Computer proficiency: MS office, and browsing Data sourcing, recruiting, training and counseling. Attended workshop of Association Of Indian Management schools.

Conducted workshops in more than 100+ colleges of karnataka. On personality development, Effective communication, Body language, interview skills.

Work Experience:

• 1 month In-plant training in KIRLOSKAR FERROUS INDUSTRIES LIMITED (KOPPAL DISTRICT) IN 2008-2009

• 1 month In-Plant training in PRAGATI STEEL UDYOG PVT LTD (HOSPET DISTRICT) in 2009-2010

• IMED Pvt Ltd Hubli worked as Training Department head & Personal Secretary of CEO (6 month training)

• NEXTGEN Pvt Ltd Vijaynagar Hubli worked as Training Department head and production administrator. (Work experience 2.4 years)

• Internship in NEXTGEN Pvt Ltd on EMPLOYEE TRAINING AND DEVELOPMENT

• FATIMA DEGREE COLLEGE worked as Lecturer and handled subjects like: Personality Development, Small Business Management, Principles of Management.(1 semester)

• NLE'S SOCIETY ROTARY COLLEGE OF COMMERCES Akshay Park Hubli worked as Lecturer and handled subjects like: Human Resource Management, Financial services, Indian Financial System, International Business, and Indian Economy. (Work experience 3 years)

• KLE COLLEGE OF COMMERCE worked as lecturer and handled subject :personality development and entrepreneur management (1 semester)

- Worked at CIC College of M.COM as HOD of the Department.
- Worked as Assistant HR Manager at BALAJI INSTITUTE OF NEUROSCIENCE and

Research Hubli 1 year.

• Working as a HOD of the Employee Training Department Gurukul Skills Hubli.

WORK EXPERIENCE WITH NGOs

• CARMEL JOTHI SEVA SADHANA IN HUVINAHADAGALI BELLARY

• MOUNT CARMEL NGO HUVINAHADAGALI BELLARY

• LOYOLA SOCIAL CONCERN SOCIETY MUNDGOD, UTTARA KANNADA. Worked as

counselor for Student Counseling, suicide counseling, motivation, leadership skills.

• I am also the Resource person for the Indo African Siddi program.

PERSONAL INFORMATION

Name : Rita Francis

Father Name : John Francis

Sex : Female

Date Of Birth : 7th January 1988

Nationality : Indian

Marital Status : Married

Languages Known : English, Hindi, Kannada, Malayalam, Tamil, Telugu.

Contact Number : 9986996175

Address : W/o MARSHAL ANTHONY Kalanavar Oni, Bengeri

Shanti Nagar, Hubli: 580023

DHARWAD DST, KARNATAKA.

DECLARATION:

The above mentioned details are current and true according to my knowledge.

. Mrs. Rita Marshal

Report on Interview Skills Workshop at Anjuman Degree College

Date: June 22, 2023 - Venue: Anjuman Degree College -Time: 11:30 am - 1:30 pm

Introduction: An Interview Skills Workshop was organized by the Student Welfare Wing at Anjuman Degree College on June 22, 2023. The workshop aimed to equip students with essential skills for successful interviews. Mrs. Rita Marshal from Gurukul Skill Centre Hubli conducted the workshop, which was attended by students, faculty members, and distinguished guests.

Program Highlights: To commence the workshop on a spiritual note, Mr. Maawiya recited verses from the Holy Quran, Mrs. Amrita Naik delivered a warm welcome speech, setting a positive tone for the event. The workshop began with the Principal of Anjuman Degree College addressing the attendees, emphasizing the importance of interview skills in today's competitive world. He expressed gratitude to Mrs. Rita Marshal for her urge to share her expertise and encouraged the students to make the most of the workshop.

Topics Covered: During the workshop, Mrs. Rita Marshal covered key aspects of interviews, including types, stages, effective communication, body language, and resume building. She emphasized the importance of conveying confidence and authenticity through communication and provided practical tips for crafting compelling resumes. Mock interview sessions allowed participants to apply learned techniques and receive feedback. The workshop concluded with an interactive Q&A session, offering personalized insights and further enhancing attendees' understanding of interview dynamics.

Conclusion:

The Interview Skills Workshop conducted at Anjuman Degree College proved to be an informative and engaging session for the students. As a token of appreciation the principal presented a memento to the resource person. The participants expressed their gratitude for the opportunity to enhance their interview skills and left the workshop with valuable knowledge to apply in their future endeavors.

Report by-Prof.Mohammed Ganim Student Welfare Officer (Anjuman Degree College) State State

Prof. M K Shaikh (Principal) PRINCIPAL Anjuman Arts, Science & Commerce College & P.G. Centre BHATKAL-581 320