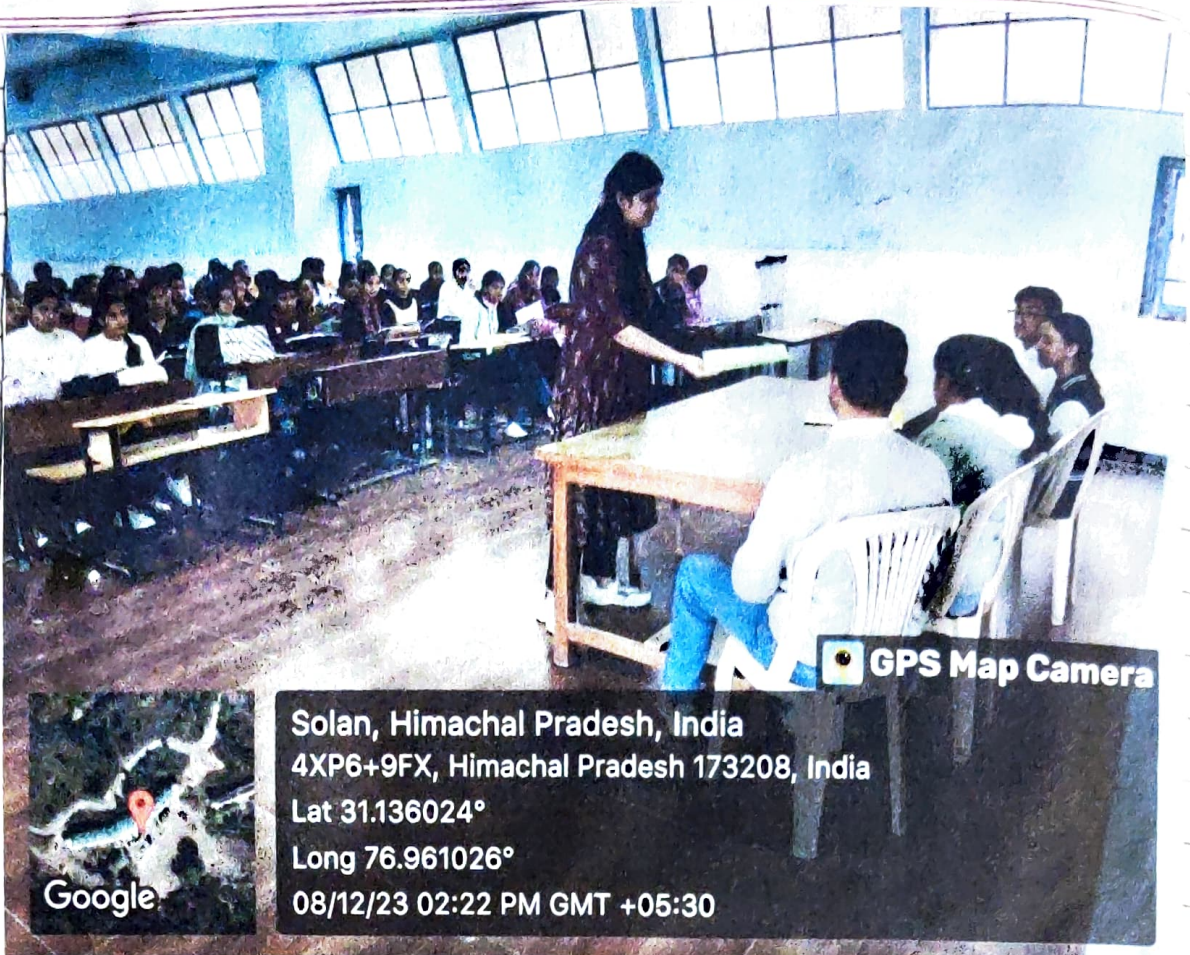


Three day Mock Interview and Resume Writing Workshop

A three-day (from 7/12/2023 to 9/12/2023) Mock Interview and Resume Writing Workshop was conducted for the First Year students of Arts and Science stream by Dr. Veena Sharma, Assistant Professor in English as a part of curriculum of the course Writing Skills (ENG AECC 104). In this workshop she mirrored a real job interview by doing structured as well as non-structured mock interview sessions with the students. She also taught them how to write a good resume. They were given practice on what to say, what to do, how to react and how to cope up with stress during the interview. In this workshop all the important things like giving answers to common interview questions and non-verbal communication such as attire, mannerisms, and body language were taught to the students. Students were informed about their strengths and weaknesses and technique of boosting confidence. On the last day of the workshop, Dr. Yashpal Sharma, Assistant Professor in Political Science, as the keynote speaker, addressed the students on key things regarding interviews. All the students got immensely benefited from this workshop. They said that what they learned from this workshop will undoubtedly prove useful for their job interviews in near future. They were highly grateful to Dr. Veena Sharma and they thanked her very much for this important workshop. They further said that such fruitful events should be organized again and again. The workshop was presided over by the Principal (Prof.) Sunita Sharma who also guided the students on interview skills.



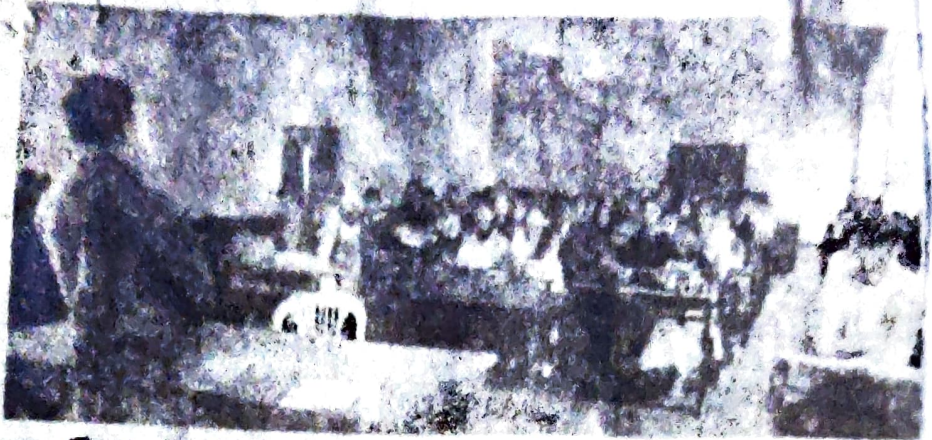






हिमाचल दस्तावेज 11/12/23

तीन दिवसीय नॉक इंटरव्यू एवं रिज्यूमे राइटिंग वर्कशॉप का आयोजन



अर्की। अंग्रेजी की सहायक आचार्य डॉ. वीना शर्मा द्वारा राजकीय महाविद्यालय अर्की में प्रथम वर्ष के कला संकाय एवं विज्ञान संकाय के छात्रों के लिए तीन दिवसीय नॉक इंटरव्यू एवं रिज्यूमे राइटिंग की कार्यशाला आयोजित की। इस कार्यशाला में उन्होंने नॉक इंटरव्यू द्वारा एक वास्तविक नौकरी साक्षात्कार को प्रतिबिंबित किया। साथ ही एक अच्छे रिज्यूमे कैसे लिखा जाता है, यह भी सिखाया। इसमें छात्रों को साक्षात्कार के दौरान क्या कहना है, क्या करना है, कैसी प्रतिक्रिया होनी चाहिए, तनाव न होना इसका अभ्यास कराया गया। चाहे वह आंखों-आंखों से हो, ऑनलाइन हो, या वेबकैम के माध्यम से हो, एक नॉक इंटरव्यू सामान्य साक्षात्कार प्रश्नों के आपके उत्तरों की समीक्षा करने और आपके पहनावे, तैर-तरीकों और शारीरिक भाषा जैसे अन्य कारकों का आकलन करने में उपयोगी होता है। इस कार्यशाला में छात्रों को ये सब महत्वपूर्ण बातें सिखाई गईं।

Bhansingh

PRINCIPAL