

Swami Keshvanand Institute of Technology,

Management & Gramothan

Approved by AICTE, Ministry of HRD, Government of India Recognized by UGC under Section 2(f) of the UGC Act, 1956 Affiliated to Rajasthan Technical University, Kota

Campus Recruitment Training (CRT)

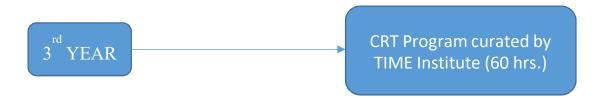
(a): RAMNAGARIA (JAGATPURA), JAIPUR-302017 (RAJASTHAN), INDIA **(a)**: +91-141-5160400, 2752165, 2759609 | **(b)** : 0141-2759555

⊠: info@skit.ac.in |⊕: www.skit.ac.in

Campus Recruitment Training (CRT)

Campus Recruitment Training (CRT) is an intense placement oriented drill initiated in the year 2009. It is come under the Capacitive Development Cell (CDC). This cell has been constituted in the institute on 18 July, 2014 and after that CRT comes under CDC cell. This training is conducted to train students for upcoming campus recruitment drives. The CDC Cell in consortium with TIME Institute organizes Campus Recruitment Training (CRT) Program for pre-final year students. The CDC Cell organizes and conducts Aptitude training, Technical training and soft skills training along with the Mock Tests for the students of Pre Final Year and Final Year. Regular Counseling/Guidance sessions are organized for all students of Pre Final and FinalYear. The major topics covered in the course are:

- Quantitative Ability
- Logical Reasoning
- Verbal Ability
- Group Discussion
- Personal Interview



To hit the bull's-eye, every final year students undergoes a 42 Hours Refresher Training Programme. The exhaustive programme includes:

- Group Discussions
- Technical Brush-up sessions
- Corporate Etiquette
- Effective Resume Building
- Personal Interviews by Industry visitors
- Individual assessments by CoCubes/AMCAT/FACE/TIME/MyPerfectice





JAGATPURA, JAIPUR Noting Sheet

Date: 18/07/2014

- Pursuant to the Management meeting on 16 July, 2014 to review the training process at our institute, it has been decided and agreed upon to create a centralized cell to manage all training related initiatives at SKIT, M&G. This has been done to improve the efficacy of training activities at the institute.
- The cell will here after be called 'Capacity Development Cell (CDC)' and is deemed to have come into existence w.e.f. 18 July, 2014

3. The cell will ensure effective implementation of all training activities at SKIT.

(Jaipal Meel)

Director

Copy to:

- 1. Registrar
- 2. Dy. Registrar
- 3. CDC

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SWAMI KESHVANAND INSTITUTE OF TECHNOLOGY MANAGEMENT & GRAMOTHAN

JAGATPURA, JAIPUR
Notice

Date: 18 July, 2014

- It is hereby informed that a new cell has been constituted in the institute which will be called 'Capacity Development Cell (CDC)' w.e.f. 18 July, 2014.
- The cell will be responsible for organizing and monitoring the training of students within the institute. They are hereby authorized and empowered to carry out their functions accordingly.
- 3. The cell will consist of the following personal with designations as mentioned against their names:
 - a. Prof. Harminder Singh Multani: Jt. Head
 - b. Dr. Amber Srivastava: Jt. Head
 - c. Mr. Ravi Rawat: Manager- Corporate Relations and Training
- You are requested to support this initiative and advance all possible assistance to this team.

(Jaipal Meel)

Director

Copy to:

- 1. Director (Academics)
- 2. Director (D&W)
- 3. Adviser
- Registrar
- 5. Dean MBA
- 6. HODs- CS, IT, ME, CE, EE, ECE, DMS, Pharmacy, I Year
- 7. Dy. Registrar

CAMPUS PLACEMENT POLICY

1. Preamble

The biggest concern of a final year engineering student is to get a good job in a reputed organization before he/she completes his/her B. Tech degree. The Institute's placement cell provides the students with the best possible opportunities through campus placements. Many good students sometimes fail to get jobs in good companies due to absence of right guidance. The purpose of placement policy is to prepare them well in advance so that students get selected by their dream companies.

2. Apex Placement Committee

<u>Purpose:</u> The purpose of this committee is to formulate placement policy and to provide guide-lines to the Placement Working Committee. The Apex Placement Committee will review from time to time the achievements of placement working committee and may make changes in the policy.

Composition:

The Apex Placem Committee will be composed of the following members

- 1. Director (Academics)
- 2. Principal
- 3. Adviser
- 4. Registrar
- 5. All Heads of Engineering Departments

3. Placement Working Committee

Purpose: The purpose of this committee is

- 1. to contact and invite companies for placement.
- to organize training in various skills required for placement and to motivate students to participate wholeheartedly.
- 3. to obtain feedback from all stake holders.
- 4. to forward quarterly reports to the Apex Placement Committee

Composition:

Placement working committee will be composed of the following members

- 1. Adviser
- 2. Two members to be nominated by the Apex Placement Committee
- 3. T.P. Officer
- 4. One faculty member from each engineering department to be nominated by respective HODs
- 5.4 Two students from each department (one each from B.Tech V & VII semesters) to be not aimsted by respective HODs)

Nomination

The members of the placement working committee may be changed or renominated by the Apex Placement Committee

4. Implementation of Policy

The training of students in various skills may be organized in stages which may be decided by the Placement Working Committee. Keeping in view the importance of communication skills, soft skills and CRT programme in the corporate world, every student who is interested in campus placement will have to undergo these trainings to be organized in the Institute. Without under-going these trainings no student will be permited to participate in the campus interviews. It is suggested that training for communication skills, soft skills and CRT programme may be imparted during B.Tech I/II sem, III/IV sem and V/VI sem respectively. The training should be organized during free periods, if possible or beyond Institute's working hours. While organising these trainings care should be taken that as far as possible academic programmes are not curtailed.

During B.Tech I year the faculty members and batch counselors, after the admissions are finalized, will assess strengths and weaknesses of each student based on the their observations. The consideration observation will be prepared and provided by the placement cell.

At the beginning of the B.Tech III semester, the students will register themselves with the placement cell and provide the required information such as their contact numbers and email addresses.

At the beginning of the B.Tech VI semester, the students interested in campus placements will fill the detailed application form obtainable from placement cell & register themselves for campus placements. Based on the information provided by the students, the placement cell compile the data and the Placement Working Committee will carry out the process of placements of the students.

5. Placement options for students

A renowned company as decided by the Apex Placement Committee will be given the status of Day One Company which will be invited by the Placement Working Committee before all other companies. At the time of registration the students will give their choice for any company henceforth will be called **Dream Company**. Sometimes it may happen that core companies may be permitted to hold campus interviews before the visit of Day One Company. In order to give fair chance to all the students certain restrictions will be imposed on the participation of students in campus interviews. The participation rules are as follows.

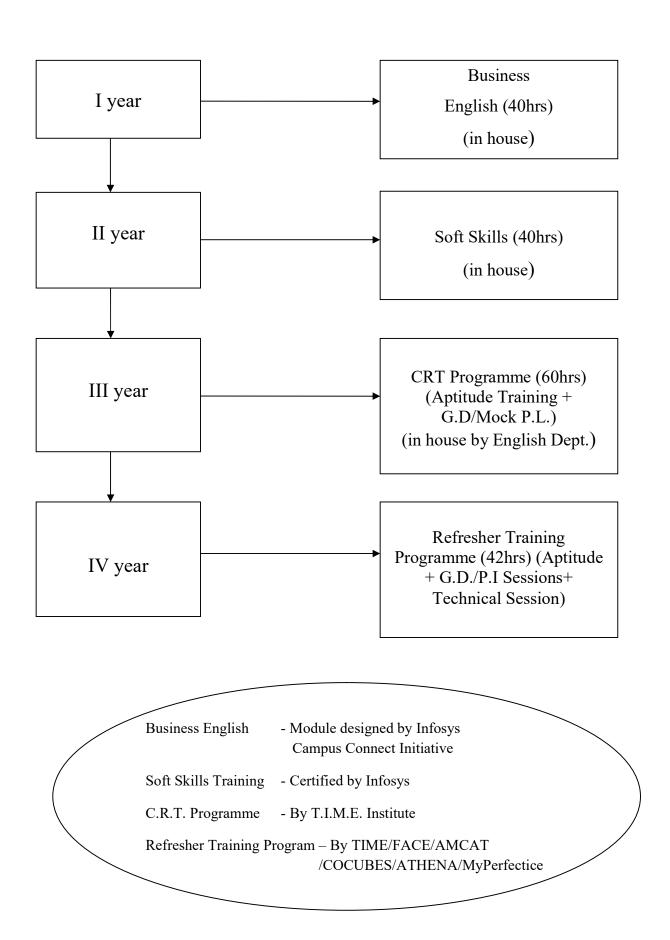
1. Every eligible registered candidate will be permitted to participate in the campus interview of his/he, dream company.

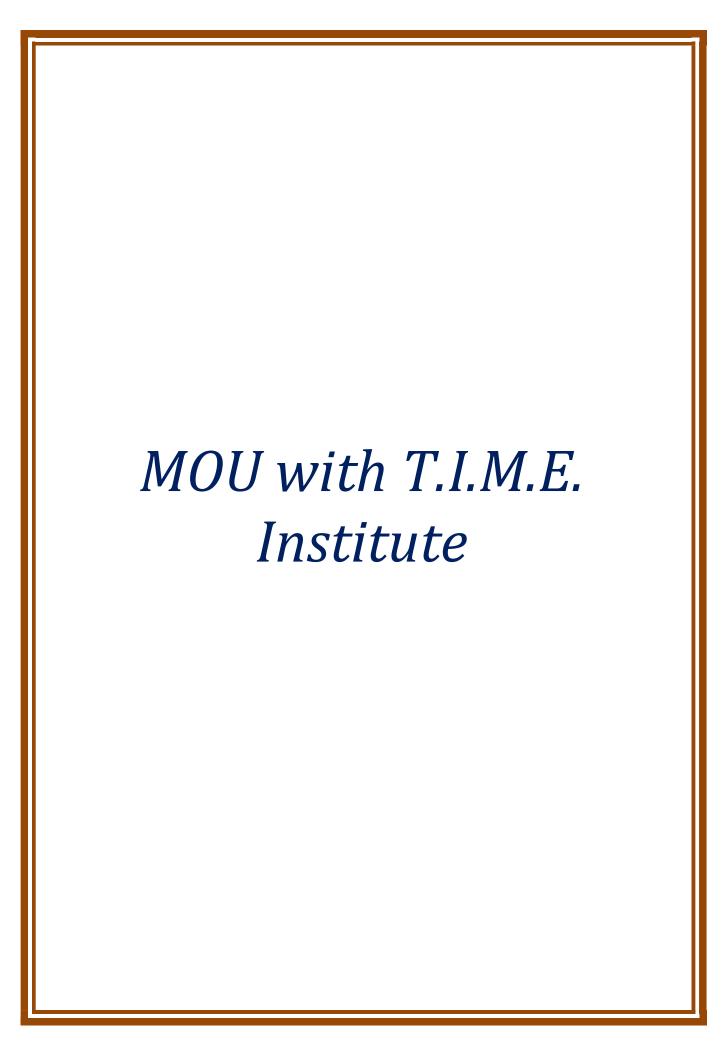
- 2. The registered student gets selected in his/her Dream Company, prior to the arrival of day one company, he/she will not be permitted to participate in the subsequent campus interviews including that of day One Company.
- 3. All eligible registered students debarring the category as mentained in (1) above will be permitted to participate in the campus interview of Day One Company.
- 4. Eligible registered students not selected under categories (1) and (2) above will permitted to appear in subsequent campus interviews till he/she get placed in some company. However, if a student is rejected in two consecutive campus placements he/she will have to undergo retraining prescribed by placement cell. Without undergoing retraining the student will not be permitted to appear in subsequent campus interviews.
- 5. No student will be allowed to seek more than one offer letter from companies other than BPOs through campus placements.
- 6. No student will be allowed to seek more than one offer letter from BPOs through campus placements.
- In some exceptional circumstance the Apex placement committee may permit some or all students to appear in some renowned company.
- 8. Any student who has registered for any particular campus placemat will have to participate seriously in a larges of recruitment process failing which he/she will be debarred from participation in two subsequent campus placements.
- 9. Any student furnishing false information will be debarred from that and the next campus placement.

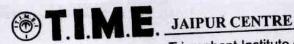
6. Future Action Plan

- An action research plan will be prepared and based on that effectiveness of each
 of the modules of different trainings imparted to the students for their
 placements will be analysed. Based on the outcomes these modules may be
 revised or enlarged/curtailed.
- 2. For any other uncovered point the Placement Working Committee will seek guidance from the Apex Placement Committee.

Placement Process (Training & Support)







Triumphant Institute of Management Education Pvt. Ltd. Licensee: M/s. Professional Education Services

Memorandum of Understanding

This MOU is hereby signed on 27th July,2019 between T.I.M.E. (Professional Education Services) Jaipur and SKIT Jaipur regarding conduct of CRT (Campus Recruitment Training) classes at SKIT college campus.

- 1. T.I.M.E. will conduct CRT full-length module with students of B.Tech. 3rd year.
- 2. T.I.M.E will provide following CRT COURSE STRUCTURE (starting from 16th July,2019):
- 60 hours of aptitude training (56 hours of teaching and 4 hours of testing) in phase-I covering various questions asked in Aptitude Tests of companies, specially IT companies, to be done section-wise @ 2 hours a day for 30 alternate working days (Monday to Saturday); 6 hours of doubt-solving and feedback sessions; and 24 hours (16 hours of teaching and 8 hours of testing) in phase-II in VII semester as a refresher to be done branch-wise.
- Comprehensive study material consisting of Books and handouts.
- Experienced faculty members to impart the best classroom inputs.
- Paper-based Comprehensive Tests, 20 online Mock Tests Based on TCS, Infosys etc for online practice along with some sectional tests.
- Guidance about the selection processes followed by various companies to ensure focus. Additional web-based support through user name and password to be provided by T.I.M.E. (profiles of major companies, IT & ITES Industry updates, GD topics and interview questions for practice, etc.)
- 3. Faculty members will come to SKIT and expenses will be borne by T.I.M.E. Jaipur.
- 4. Necessary tools for teaching (whiteboard, marker, projector) will be provided by SKIT.
- 5. SKIT will arrange basic requirements viz tea, water and suitable rest space for faculty visiting the campus for taking classes.
- 6. SKIT will inform necessary changes in schedule well in advance (a week before). In case of any cancellation of class same should be communicated by SKIT timely.
- SKIT will provide Academic Calendar, Holiday list to T.I.M.E.
- 8. Number of batches 12 of approx 60-65 students each, within college timing between 8 AM to 2:30 PM, spread across V and VI semester.
- 9. The total lumpsum cost of entire training module for approx 720 students will be Rs. 28,00,000/- (Rupees Twenty Eight Lakhs Only), inclusive of GST. If number of students exceed this number but number of batches remain the same i.e. 12, then Study Material charges @ Rs 500 + GST will be billed for the additional number of students.
- 10. 25% payment to be made in advance at the beginning of the course, 25% in Sept'19, 25% in January'20 and balance 25% on course completion. Cheques to be issued in favour of Professional Education Services.

For T.I.M.E. Jaipur (Profession Education Services)

Centre Director

Reg. Office: C-123, Janpath Opp. Jyoti Nagar Police Station, Lalkothi, Jaipur. Tel: 0141-5108051

: Ground Floor, Anchor Mall, Near Civil Lines Metro Station, Ajmer Road, Jaipur. Tel: 0141-4008056 / 57 Civil Lines

Vaishali Nagar: 9B, RSEB officers colony, Opp. INOX Cinema, Gautam Marg, Jaipur. Tel: 0141-5108024

: 1" Floor, Unit A& B, UDB Corporate Tower, A-1, Near Fortis Hospital, Jaipur. Tel: 0141-2721308 JLN Marg website: www.time4education.com e-mail: jaipur@time4education.com

Head Office: 95B, 2nd Floor, Siddamsetty Complex, Park Lane, Secunderabad - 500 003. Tel.: 040-40088300 / 400



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- 1. T.I.M.E. will conduct CRT full-length module with students of B.Tech. 3rd year.
- 2. T.I.M.E will provide following CRT COURSE STRUCTURE (starting from 9^h July,2018):
- 60 hours of aptitude training (56 hours of teaching and 4 hours of testing) in phase-I covering various questions asked in Aptitude Tests of companies, specially IT companies, to be done section-wise @ 2 hours a day for 30 consecutive working days (Monday to Saturday); 6 hours of doubt-solving and feedback sessions; and 24 hours (16 hours of teaching and 8 hours of testing) in phase-II in VII semester as a refresher to be done branch-wise.
- Comprehensive study material consisting of Books and handouts.
- Experienced faculty members to impart the best classroom inputs.
- Five Paper-based Comprehensive Tests to prepare students better for the respective exams.
- · In addition 20 online Mock Tests Based on TCS, Infosys etc for online practice along with some sectional tests.
- Guidance about the selection processes followed by various companies to ensure focus.
- Additional web-based support through user name and password to be provided by
 T.I.M.E. (profiles of major companies, IT & ITES Industry updates, GD topics and interview questions for
 practice, etc.)
- 3. Faculty members will come to SKIT and expenses will be borne by T.I.M.E. Jaipur.
- 4. Necessary tools for teaching (whiteboard, marker, projector) will be provided by SKIT.
- 5. SKIT will arrange basic requirements viz tea, water and suitable rest space for faculty visiting the campus for taking classes.
- 6. SKIT will inform necessary changes in schedule well in advance (a week before). In case of any cancellation of class same should be communicated by SKIT timely.
- 7. SKIT will provide Academic Calendar, Holiday list to T.I.M.E.
- 8. Number of batches 13 of approx 60-65 students each, within college timing between 8 AM to 2:30 PM, spread across V and VI semester.
- 9. The total lumpsum cost of entire training module for approx 800 students will be Rs. 30,00,000/- (Rupees Thirty Lakhs Only), inclusive of GST.
- 10. 25% payment to be made in advance at the beginning of the course, 25% in Sept'17, 25% in January'18 and balance 25% on course completion. Cheques to be issued in favour of **Professional Education Services**.

For T.I.M.E. Jaipur

(Professional Education Services)

Centre Director

• Civil Lines : Ground Floor, Anchor Mall, Near Civil Lines Metro Station, Aimer Road. Tel: 0141-4008056/57

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1. T.I.M.E. will conduct CRT full-length module with students of B.Tech. 3rd year.

T.I.M.E will provide following CRT COURSE STRUCTURE (starting from 17th July,2017):

60 hours of aptitude training (56 hours of teaching and 4 hours of testing) in phase-I covering various questions asked in Aptitude Tests of companies, specially IT companies, to be done section-wise @ 2 hours a day for 30 consecutive working days (Monday to Saturday); 6 hours of doubt-solving and feedback sessions; and 24 hours (16 hours of teaching and 8 hours of testing) in phase-II in VII semester as a refresher to be done branch-wise.

Comprehensive study material consisting of Books and handouts.

Experienced faculty members to impart the best classroom inputs.

Twelve Comprehensive Tests - Two each on Infosys, Wipro, TCS, CTS and general tests to prepare students better for the respective exams.

In addition 9 online Mock Tests Based on TCS, Infosys etc for online practice along with some sectional tests.

Guidance about the selection processes followed by various companies to ensure focus.

- Additional web-based support through user name and password to be provided by T.I.M.E. (profiles of major companies, IT & ITES Industry updates, GD topics and interview questions for practice, etc.)
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- SKIT will provide Academic Calendar, Holiday list to T.I.M.E.
- 8. Number of batches 15 of approx 60-65 students each, within college timing between 8 AM to 2:30 PM, spread across V and VI
- 9. The total lumpsum cost of entire training module for approx 900 students will be Rs. 31,00,000/- (Rupees Thirty One Lakhs Only), inclusive of GST.
- 10. 25% payment to be made in advance at the beginning of the course, 25% in Sept'17, 25% in January'18 and balance 25% on course completion. Cheques to be issued in favour of Professional Education Services.

For T.I.M.E. Jaipur

(Professional Queation Services)

Civil Lines

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- 60 hours of aptitude training (56 hours of teaching and 4 hours of testing) in phase-I covering various questions asked in Aptitude Tests of companies, specially IT companies, to be done section-wise @ 2 hours a day thrice a week for 10 weeks: 6 hours of doubt-solving and feedback sessions; and 24 hours (16 hours of teaching and 8 hours of testing) in phase-II in VII semester as a refresher to be done branch-wise.
- Comprehensive study material consisting of Books and handouts.
- Experienced faculty members to impart the best classroom inputs.
- Twelve Comprehensive Tests Two each on Infosys, Wipro, TCS, CTS and general tests to prepare students better for the respective exams.
- In addition 15 computer based test for online practice.
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- 7. SKIT will provide Academic Calendar, Holiday list to T.I.M.E.
- 8. Number of batches 15 of approx 55- 60 students each, within college timing between 8 AM to 2:30 PM, spread across V and VI semester.
- 9. The total lumpsum cost of entire training module for approx 800 students will be Rs. 29,00,000/- (Rupees Twenty Seven lakhs only), inclusive of service tax.

10. Rs. 7.25.000/-(Rupees Seven Lakhs Twenty Five Thousand Only) payment to be made in advance at the beginning of the course. Rs. 7.25.000/-(Rupees Seven Lakhs Twenty Five Thousand Only) in Sept'16. Rs.7,25,000/-(Rupees Seven Lakhs Twenty Five Thousand Only) in January'17 and balance Rs. 7.25.000/-(Rupees Seven Lakhs Twenty Five Thousand Only) on course completion. Cheques to be issued in favour of **Professional Education Services**.

For T.I.M.E. Jaipur

(Professional Education Services)

For SKIT

Centre Director

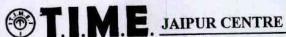
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- Comprehensive study material consisting of Books and handouts.
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- 10. Rs.6.75.000/-(Rupees Six Lakhs Seventy Five Thousand Only) payment to be made in advance at the beginning of the course. Rs. 6.75.000/-(Rupees Six Lakhs Seventy Five Thousand Only) in Sept 15, Rs.6.75,000/-(Rupees Six Lakhs Seventy Five Thousand Only) in January 16 and balance Rs.6,75,000/-(Rupees Six Lakhs Seventy Five Thousand Only) on course completion. Cheques to be issued in favour of Professional Education Services.

For T.I.M.E. Jaipur (Professional Education Services)

Lalkothi

Centre Director

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JAGATPURA, JAIPUR Notice

Date: 16/09/2019

Aptitude development classes (CRT) for students of V semester EE will be held from September 18, 2019 to October 19, 2019 as per the program given below:

Day	EE-A	EE-B	EE-C
Monday	-	-	-
	11.30 am to 1.30pm		9.00am to 11.00am
Tuesday	6FL6	-	5FL3
		9.00am to 11.00am	_
Wednesday	•	6FL6	-
		11.30 to 1.30pm	_
Thursday	-	5FL3	_
			11.30 am to 1.30pm
Friday	-	-	6FL6
Caturday	9.00am to 11.00am	_	_
Saturday	5FL3	-	
			^

(Dr Amber Srivastava) Head, Training & Placement Cell

CC

Director

Director (Academics)

Principal

Registrar

Adviser

HOD EE

Concerned CRT Coordinators

Account office



JAGATPURA, JAIPUR

Date: 09/07/2019

Aptitude development classes (CRT) for students of V semester ECE, CE, IT & ME will be held from July 15, 2019 to October 12, 2019 as per the program given below:

ECE-A, CE-A	9.00 AM to 11.00 AM	Monday, Wednesday, Friday
		Monday, Wednesday, Friday
ECE-B, CE B	11.30 AM to 1.30 PM	Monday, Wednesday,
ME-A & B,	9.00 AM to 11.00 AM	Tuesday, Thursday, Saturday
IT- A	,	
ME-C & ME-D,	11.30 AM to 1.30 PM	Tuesday, Thursday, Saturday
IT - B		

(Dr Amber Srivastava)
Head, Training & Placement Cell

CC Director Director (Academics) Principal Registrar

Adviser

HODs - IT, Civil, ME & ECE Concerned CRT Coordinators



JAGATPURA, JAIPUR

Date: 28/11/2019

Aptitude development classes (CRT) for students of CS VI semester will be held from December 15, 2019 to March 21, 2020 as per the program given below:

CS-A & CS-B

9.00 AM to 11.00 AM

CS-C & CS-D

11.30 AM to 1.30 PM

Mondays, Wednesdays, Fridays

Mondays, Wednesdays, Fridays

(Amber Srivastava)

Head, Training & Placement Cell

CC

Director

Director (Academics)

Principal

Registrar

Adviser

HOD-CS

Concerned CRT Coordinators

Il Notice Boards

Swami Keshvanand Institute of Technology, Management & Gramothan Jaipur

Date: 27/05/2019

NOTICE

Placement focused refresher training for students of VII semester is planned from 22nd July to 31st August 2019 between 12.30 and 3.30 PM. For the same, the broad block timings will be as under:

		Branch	Training Days (12.30 - 3.30 PM)
	Group 1	CS – A & B	Monday, Wednesday, Friday
Core 1	Group 2	CS - C & II	Monday, Wednesday, Friday
	Group 3	IT & ECE	Monday, Wednesday, Friday
	Group 1	CE & ME-II	Tuesday, Thursday, Saturday
Core 2	Group 2	EE	Tuesday, Thursday, Saturday
	Group 3	ME	Tuesday, Thursday, Saturday

Detailed day-wise training program will follow on weekly basis.

(Dr. Amber Srivastava)

Head, Training & Placement Cell

Copy to:

- 1. Director
- 2. Director (Academics)
- 3. Principal
- 4. Registrar
- 5. Advisers
- All HODs
- 7. All Placement Coordinators & Mentors