

A Report on

SKILL CART:

UNFURL THE JOB MARKET

Presented by



CHANDIGARH STUDENT CHAPTER

of

Indian Institute of Chemical Engineers

Dr. SS Bhatnagar University Institute of Chemical Engineering & Technology

Panjab University Chandigarh

In collaboration with



Under

TEQIP-III



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Objective:

“A gap in skills and abilities reveal a golden opportunity!”

Developing the right skills to build a bright future is an indispensable requirement of our life. Keeping this necessity in mind, IChE-CSC and TEQIP-III organised a three-day online workshop, "Skill Cart: Unfurl the job market," in collaboration with HitBullsEye. The prime objective of the workshop was to focus on three essential skills of professional life:

1. Written communication
2. Communication skills
3. Interview hacks

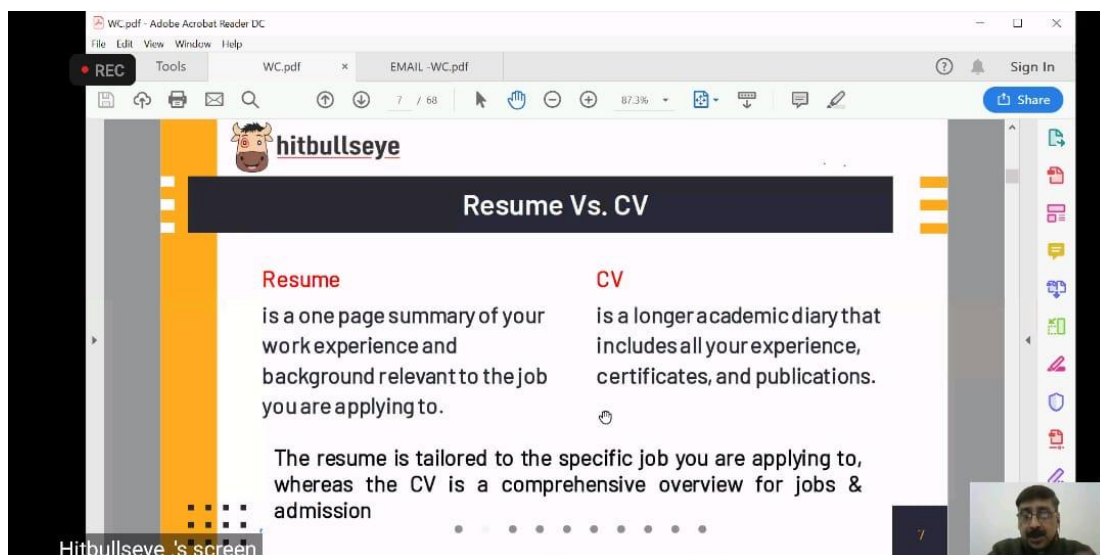
Event Details

The workshop was organized from 8th-10th January, 2021. All sessions started at 3 p.m. with the speaker's introduction, and concluded after a vote of thanks by 4 p.m. Approximately, 80 students attended all of the sessions.

Day 1:

"There's great power in words if you don't hitch too many of them together." - Josh Billings

On the first day, HitBullsEye expert, Mr. Rajeev Markanday enlightened the students about the techniques to prepare a standout resume. He accentuated the difference between a CV and a resume; and what mistakes to avoid while making each one. At the end, he mentioned the order that the information in one's resume should be in. The day concluded with a live Q&A session, followed by a vote of thanks from Dr. Bhinder, faculty advisor of IChE-CSC and the IChE-CSC organizing team.



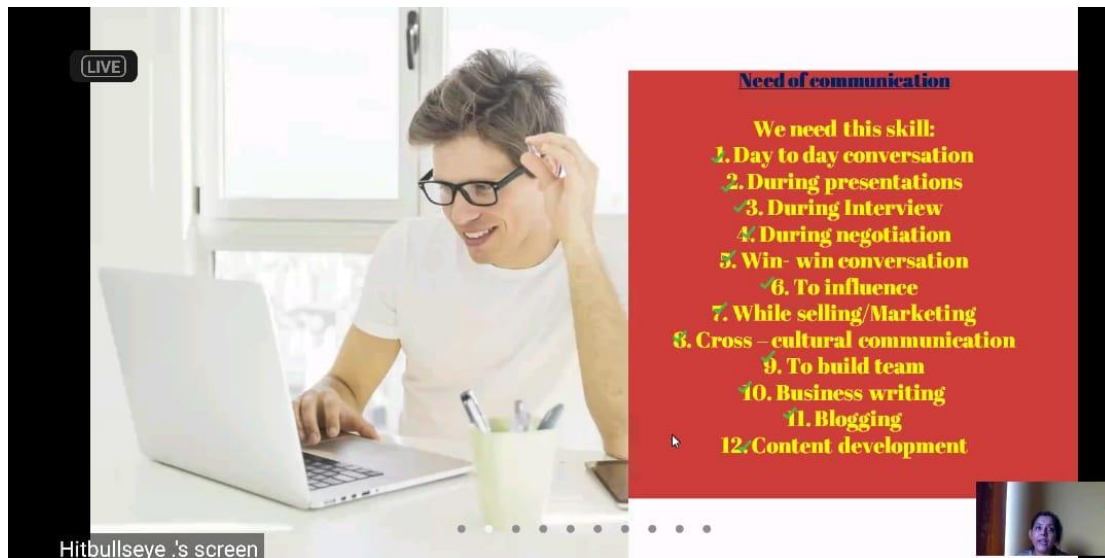
Day 2:

“Good communication is a bridge between confusion and clarity.” - Anonymous

With this mantra, HitBullsEye verbal trainer, Ms. Tamosi M. Sarkar started the second session by explaining the significance of communication skills. She discussed how regular introspection, and self-feedback are the key measures to enhance communication skills. She also elucidated all three forms of communication: verbal, non-verbal, and para-verbal. To embellish one's conversation with words, she listed 10 significant Cs of verbal communication:

<i>Completeness</i>	<i>Concreteness</i>
<i>Conciseness</i>	<i>Courtesy</i>
<i>Clarity</i>	<i>Correctness</i>
<i>Consideration</i>	<i>Creativity</i>
<i>Concentrate</i>	<i>Credibility</i>

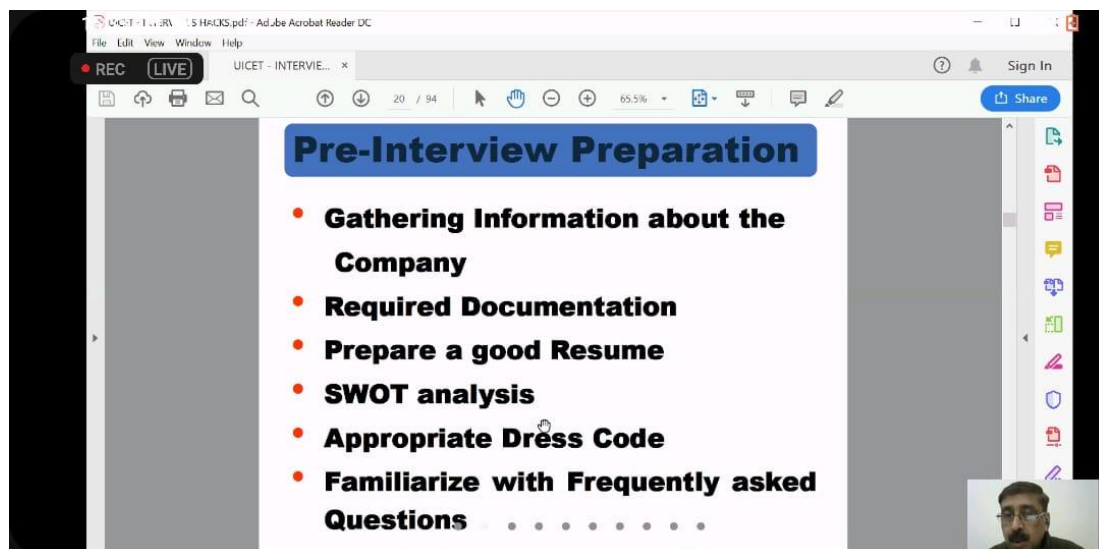
At last, she listed some do's and don'ts to enhance one's communication skills. The day concluded with a live Q&A session, followed by a vote of thanks from the IICHE-CSC organizing team.



Day 3:

“A job interview is not a test of our knowledge but your ability to use it at the right time.” – Anonymous

Illustrating some hacks for a perfect interview, Mr. Rajeev Markanday started the final session. He informed the students about the importance, and nuances of a strong introduction in an interview while giving out pointers on the topics to avoid. He also highlighted the importance of a formal dress code, factors that affect a person's perceived confidence level, and some helpful gestures, such as the steeple hand method, to control the pressure during an interview. Similar to the first 2 days, the day concluded with a live Q&A session, followed by a vote of thanks from Dr. Sonia Sharma, faculty advisor of IChE-CSC.



Feedback:

Workshops like this help the students in the upcoming internship and placement opportunities. Everyone who attended actively participated, enjoyed and found the sessions to be very informative & enlightening. The college faculty, students, and the HitBullsEye team were all very satisfied with how the entire three-day event unfolded.