

M.C.E Society's M. A. Rangoonwala Institute of Hotel Management and Research, Pune (Affiliated to Savitribai Phule Pune University)

NAAC: Criteria 5

5.1.3: Students benefited by guidance for competitive examination & career counseling



Azam Campus, Camp.Pune-411001.Tel No.020-26442261/2 Mobile: 9403190762 Mail: info@marhotelmanagement.com Website: www.marhotelmanagement.com

<u>2017-2018</u>

Table of Contents

Criteria V

5.1.3 Career counseling

Sr. No.	Documents Attached	Page No.
1	Interview Skills-Short term course T.Y.B.Sc. (HS) 2017-2018	3-10
2	Career Opportunities for students 12/01/2018	11
3	Career Progression in Hospitality 30/06/2017	12

Interview Skills: Short term course 2017-2018

Notice



Maharashtra Cosmopolitan Education Society's M.A.Rangoonwala Institute of Hotel Management & Research, Azam Campus, Camp, Pune-411001. Tele No: 020-26442261/62, E-mail: <u>info@marhotelmanagement.com</u>, Website: <u>www.marhotelmanagement.com</u>

Date: 15/02/2018

NOTICE

This is to inform the Third year B.Sc. (HS) Students that we are introducing a new value added course on **Interview Skills**. The course duration is 30 hours commencing from 21st February 2018 onwards. The class is scheduled every Saturday from 10 am to 12 pm. For registration and further queries kindly contact Training and Placement Coordinator.

Prof. Dr. Anita Frantz Principal



Assoc. Prof. Imran Sayyed IQAC Coordinator

M.C.E.Society's M.C.E.Society's M.C.E.Society's M.A. Rangoonwala Institute of Hotel Management and Research, Pune (Affiliated to Savitribai Phule Pune University) (Affiliated to Savitribai Phule Pune Phule Phul	Prof. Dr. Anita Frantz Prof. Dr. Anita Frantz Principal Asso. Prof. Imaran Sayyed IQAC Coordinator Azam Campus, Camp.Pune-411001.Tel No.020-26442261/2 Mobile: 9403190762 Mail: info@marhotelmanagement.com Website: www.marhotelmanagement.com
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M.C.E SOCIETY'S M. A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEATCH PUNE

Career Coun<u>seling</u>



M.C.E Society's M.A. Rangoonwala Institute of Hotel Management and Research, Pune (Affiliated to Savitribai Phule Pune University)

Interview Skills: Short term Course

T.Y.B.Sc. (HS) 2017-2018

Topics Covered:

- Importance of Preparation
- Building a strong impression
- Resume Writing
- Recruiter's Expectations



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Career Counseling

M.C.E SOCIETY'S M.A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEARCH

Syllabus

Interview Skills Syllabus

Teaching Scheme:

	Teaching Scheme	e for the Course	
Course Code	Theory Hrs.	Duration of Lecture	Total
HS – IS	30	l hour	30

Learning Outcomes:

- To build self-confidence	
- To improve overall personality	
- To create the right impression in Interviews	
- To be successful at the interviews	
To be successful at the metricity	
Unit: 1: Introduction	4 hours
1.1: Introduce interview skills	
1.2: Importance of preparation	
1.3: Understating the objective of the Interview Techniques	
Unit: 2: Interview Skills	6 hours
2.1: Building a strong impression- Self awareness	
2.2: Grooming	
2.3: Body Language, Confidence	
Unit: 3: Resume writing	4 hours
Unit. 5. Resulte Writing	
3.1: Difference between CV & Resume	
3.2: Designing an impactful resume	
Unit: 4: Recruiter's Expectations	8 hours
4.1: Interview FAQs	
4.2: Values, Ownership, Teamwork	
4.3: Time management, Stress Management, Positive Attitude	
4.4: Profile Management	
Unit: 5: Mock Interview & Group Discussion	6 hours
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Interview Skills – Attendance

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M.C.E SOCIETY'S M. A. RANGOONWALA INSTITUTE OF HOTEL MANAGEMENT AND RESEATCH PUNE CO

Career Counseling

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	, Iı	nterview Sk			et		
Acade	emic Year: 2017-2018				T		
Class:	T.Y.B.Sc.(HS)				Term: Seco Faculty Na	na ne: Vincent	Kedari
				ock Intervi			Total
Sr. No.	Students Name	Grooming	Group Discussion	Commun ication	P. I Round	Extempore	
140.		10 Marks	10 Marks	10 Marks	10 Marks	10 Marks	50 Marks
1	Upadhyay Anurag	5	5	5	5	5	25
2	Dias Wilbur	8	8	8	8 .	8	40
3	Bandal Rushikesh	8	9	8	9	8	42
4	Bhosale Navnath	5	5	5	5	5	25
5	Charania Arbaaz	6	6	6	6	6	3,0
6	Dani Vedika	8	7	5	6	5	31
7	Cyrus Dorabjee	5	5	5	5	5	25
8	Gade Prasad	8	8	8	8	8	40
9	Deepraj Raj Gautam	8	9	8	9	8	42
10	Gazi Salman	5	5	. 5	5	. 5	25
11	Kazi Asma	6	6	6	6	6	30
12	Khade Vaibhav	8	7	5	6	5	31
13	Mahedvi Bismillah	5	5	5	5	5	25
14	Mane Prajkta	6	6	6	6	6	30
15	Mulla Shoaib	8	7	5	6	5 .	3,1
16	Pathan Toufique	6	6	6	6	6	30
17	Pathan Mohammad Saif	8	7	5	6	5	31-
18	Mirza Mehdi	5	5	5	5	5	
19	Rashid Habibur	6	5	5	6	• 5	27
20	Sandev Rohan	7	5	8	8	8	36
21	Sathe Sushrut	8	9	8	9	9	43
22	Saudagar Zaheerulhaque	9	9	9	9	9	45
23	Sayyed Jibrail	5	5	5	5	5	

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14	Mane Prajkta	Pm	Pm	Pm	lm	Pm	Pm	lm	AB	Pm	fm	AB	Pm	Pm	MAG	Pm
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17	Pathan Mohammad Saif	S.P.	SP	S.P.	AB	S.P	S.P	AB	SP	S.P	ANS	SP	S.P	AS	S.P	S.
18	Mirza Mehdi	vin	mm	mm	min	m	AND	m	mm	AB	M	mm	AB	min	m	m
19	Rashid Habibur	Rah		path	Rah	Peth	D	Pal.	Val	PAD	edo	Pall	Pat	Od	Rut	ph
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23	Sayyed Jibrail	Sayyo	Sorgyo	AN	Soyye	Sayyed	Sayye	Sought	Soyye	AA	Sayyed	Serge	Sayya	AA		1
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48	Shaikh Musharaf Hasan	5	. 5	5	5	5	25
49	Kadam Vinay Vishnu	6	6	6	6	6	30
50	Akshay Sarode	8	7	5	6	5	31
51	Abrar Arthani	5	5	5	5	5	25
52	Rahul Sonawane	8	8	8	8	8	.40
53	Rohit Verma	8	9	8	9	8	42
54	Huzefa Surti	8	7	5	6	5	31
55	Shaikh Murad	5	5	5	5	5	25
56	Bilal Hussain	AB	AB	AB	AB	AB	AB
57	Shubham Randive	AB	AB	AB	AB ·	AB	AB

Prof. Dr. Anita Frantz Principal

Asst. Prof. Vincent Kedari Subject Faculty

Asso. Prof. Imran Sayyed **IQAC** Coordinator

Activity Report

Career Opportunities for Students

12th January, 2018

M. A. Rangoonwala Institute of Hotel Management & Research had organized a Guest Lecture on the topic "New Trends in Tourism and Career Opportunities for Students" on 12th January, 2018 for B.Sc.H.S Students. The session was conducted by Mr. Vivek Vasantrao Gole, Director of Bhagyashri Travels Pvt. Ltd., Pune.



Felicitation of Mr. Vivek Gole



During the Session



During the session

Asst. Prof. Vincent Kedari Event Coordinator



Digitally signed by ANITA RUBEN FRANTZ Date: 2023.05.31 10:38:07 +05'30'

Activity Report

Career Progression in Hospitality

30th June, 2017

Career

Westin Pune conducted a lecture on the topic "Career Progression in Hospitality" on 30th June 2017 for F.Y.B.Sc. (HS) at M.A.Rangoonwala Institute of Hotel Management & Research. This lecture was conducted in association with the Journey Week celebrated by the Marriott

group of hotels. Mr. Murari Prasad (Asst. F&B Manager) and Mr. Raghav Tyagi (HR Coordinator) conducted the lecture.





Group Photo

During the Session



During the Session

Asst. Prof. Vincent Kedari **Event Coordinator**

ANITA RUBEN Digitally signed by ANITA RUBEN FRANTZ Date: 2023.05.31 FRANTZ 10:37:54 +05'30'