



**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](mailto:info@marhotelmanagement.com) Website:  
[www.marhotelmanagement.com](http://www.marhotelmanagement.com)**

**2020-2021**

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#### 5.1.3 Career counseling

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## Interview Skills: Short term course 2020-2021

### 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: [info@marhotelmanagement.com](mailto:info@marhotelmanagement.com),  
Website: [www.marhotelmanagement.com](http://www.marhotelmanagement.com)

Date: 15/02/2021

### 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 21<sup>st</sup> February 2021 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

Poster



**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)

2020-2021

Topics Covered:

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



## Syllabus

### Interview Skills Syllabus

**Teaching Scheme:**

Teaching Scheme for the Course			
Course Code	Theory Hrs.	Duration of Lecture	Total
HS – IS	30	1 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

Unit: 1: Introduction

4 hours

- 1.1: Introduce interview skills
- 1.2: Importance of preparation
- 1.3: Understanding 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

- 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



Certificate





25	Amaan Atique Ahmed Shaikh	Amaan	Amaan	AB	Amaan	AB	Amaan	AB	AB	Amaan	AB	Amaan	AB	Amaan	AB	Amaan
26	Aftab Ajim Mulani	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
27	Ritik Shivaji Shelar	RS	AB	RS	RS	RS	RS	RS	RS	AB	RS	RS	RS	RS	RS	RS
28	Maaz Mehboob Ulde	Maaz	AB	Maaz	AB	Maaz	AB	Maaz	AB	Maaz	Maaz	Maaz	Maaz	Maaz	Maaz	Maaz
29	Viraj Jaysing Gund	Vinod	Vinod	Vinod	Vinod	Vinod	AB	Vinod	Vinod	AB	Vinod	AB	Vinod	Vinod	AB	Vinod
30	Komal Pote	Komal	AB	Komal	AB	Komal	AB	Komal	AB	Komal	AB	Komal	AB	Komal	Komal	Komal
31	Rohit Ajit Gaikwad	Rohit	Rohit	AB	AB	Rohit	AB	AB	Rohit	Rohit	Rohit	AB	Rohit	AB	Rohit	Rohit
32	Kshiti Vishvas Pagar	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
33	Shubham Vishnu Pawar	Swan	Swan	AB	Swan	AB	Swan	Swan	AB	Swan	Swan	Swan	Swan	Swan	Swan	Swan
34	Aniket Vilas Kshirsagar	A.v.k.	A.v.k.	AB	A.v.k.	AB	A.v.k.	A.v.k.	AB	A.v.k.	A.v.k.	A.v.k.	A.v.k.	A.v.k.	A.v.k.	A.v.k.
35	Bhushan Panjabrao Kumbhar	BPK	BPK	AB	BPK	BPK	BPK	BPK	BPK	AB	BPK	AB	BPK	AB	BPK	BPK
36	Karan Dattatray Bhosale	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
37	Anand Pradip Waghchoure	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
38	Mushra Nematulla Shaikh	Mushra	AB	Mushra	Mushra	Mushra	AB	Mushra	Mushra	Mushra	AB	Mushra	Mushra	Mushra	Mushra	Mushra


39	Ankit Gawai Lonawala	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
40	Gholap Sahil Salim	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS
41	Khan Mariam Mohmed Sadiqur	MB	MB	MB	AB	MB	MB	MB	MB	MB	MB	MB	MB	MB	MB	MB
42	Shaikh Mohammad Aatif Ridwanuddin	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP	SWAP
43	Mulla Jaid Asif	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
44	Shelke Sahil Rahul	SB	SB	AB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB	SB
45	Darwatar Prathamesh Narendra	DPN	DPN	DPN	AB	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN
46	Jondhale Mayur Govind	Myr	Myr	Myr	AB	Myr	Myr	Myr	Myr	AB	Myr	Myr	Myr	Myr	Myr	Myr
47	Devika Ramadhar Sharma	Devika	Devika	Devika	AB	Devika	AB	AB	Devika	Devika	AB	AB	Devika	Devika	Devika	Devika
48	Aditya Bhujbal	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
49	Rishikesh Rajendra Jadhav	RR	RR	RR	AB	RR	AO	AB	RR	AB	RR	AB	RR	AB	RR	AB
50	Moheen Shaikh	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
51	Gulshan Mohan Lal	GL	AB	GL	AO	GL	AO	GL	AB	GL	GL	GL	GL	GL	GL	GL




Sr. No	Students Name	17/04	17/04	24/04	24/04	24/04	20/04	30/04	08/05	18/05	15/05	15/05	22/05	22/05	29/05	29/05
1	Shaikh Altaf Mehaboob RFT	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
2	Umair Asim Sayed	S	S	S	S	AB	S	S	S	S	S	S	S	S	AB	S
3	Jaypal Shivajirao Barche RFT	JSB	JSB	JSB	JSB	JSB	JSB	AB	AB	AB	AB	JSB	JSB	JSB	JSB	AB
4	Abrar Rafik Tamboli RFT	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
5	Hrishikesh Vikram Bedre	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
6	Justin Venket Aiyer	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
7	Shantanu Samir Wadnekar	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
8	Samiksha Subhash Kale RFT	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
9	Ivan Dsouza	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
10	Sakshi Pataskar	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB

25	Amaan Atique Ahmed Shaikh	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
26	Aftab Ajim Mulani	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
27	Ritik Shivaji Shelar	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	AB
28	Maaz Mehboob Ulde	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ	MAZ
29	Viraj Jaysing Gund	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
30	Komal Pote	Komal	Komal	Komal	AB	Komal	AB	Komal	AB	Komal	AB	Komal	Komal	Komal	Komal	Komal
31	Rohit Ajit Gaikwad	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
32	Kshitij Vishvas Pagar	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
33	Shubham Vishnu Pawar	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
34	Aniket Vilas Kshirsagar	AVK	AVK	AVK	AVK	AVK	AVK	AVK	AVK	AVK	AVK	AB	AVK	AVK	AB	AVK
35	Bhushan Panjabrao Kumbhar	ABK	ABK	ABK	AB	ABK	AB	ABK	ABK	ABK	ABK	AB	ABK	ABK	AB	ABK
36	Karan Dattatray Bhosale	ABK	ABK	AB	ABK	ABK	AB	ABK	AB	ABK	AB	ABK	ABK	ABK	ABK	ABK
37	Anand Pradip Waghchoure	ABW	ABW	AB	ABW	ABW	ABW	ABW	ABW	ABW	ABW	ABW	ABW	ABW	ABW	AB
38	Mushra Nematulla Shaikh	Mushra	Mushra	AB	Mushra	AB	Mushra	AB	Mushra	Mushra	Mushra	AB	Mushra	Mushra	AB	AB

39	Ankit Gawai Lonawala	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL	AGL
40	Gholap Sahil Salim	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS	GS
41	Khan Mariam Mohamed Sadiqur	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS
42	Shaikh Mohammad Aatif Ridwanuddin	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD	SMAD
43	Mulla Jaid Asif	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS	AS
44	Shelke Sahil Rahul	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR	SR
45	Darwatar Prathamesh Narendra	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN	DPN
46	Jondhale Mayur Govind	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY	MY
47	Devika Ramadhar Sharma	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS	DS
48	Aditya Bhujbal	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
49	Rishikesh Rajendra Jadhav	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR
50	Mohcen Shaikh	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS	MS
51	Gulshan Mohan Lal	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL	GL

  
 Asst. Prof. Vincent Kedari  
 Course Coordinator

  
 IQAC Coordinator  
 Assoc. Prof. Imran Sayyed  
**IQAC COORDINATOR**  
 M. A. Rangoonwala Institute  
 of Hotel Management & Research  
 Azam Campus, Camp, Pune-1.

  
 Prof. Anita Frantz  
 PRINCIPAL  
 M. A. Rangoonwala Institute of  
 Hotel Management & Research  
 Azam Campus, Camp, Pune - 1

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

**Evaluation Sheet**  
**Interview Skills: Evaluation Sheet**

Academic Year: 2020-2021  
Class: T.Y.B.Sc.(HS)

Term: Second  
Faculty Name: Vincent Kedari

Sr. No.	Students Name	Mock Interview					Total
		Grooming	Group Discussion	Communication	P. I Round	Extempore	
		10 Marks	10 Marks	10 Marks	10 Marks	10 Marks	50 Marks
1	Shaikh Altaf Mehaboob	5	5	5	5	5	25
2	Umair Asim Sayed	8	8	8	8	8	40
3	Jaypal Shivajirao Barche	8	9	8	9	8	42
4	Abrañ Rafik Tamboli	5	5	5	5	5	25
5	Hrishikesh Vikram Bedre	6	6	6	6	6	30
6	Justin Venket Aiyer	8	7	5	6	5	31
7	Shantanu Samir Wadnekar	5	5	5	5	5	25
8	Samiksha Subhash Kale	8	8	8	8	8	40
9	Ivan Dsouza	8	9	8	9	8	42
10	Sakshi Pataskar	5	5	5	5	5	25
11	Gaurav Sunil Raut	6	6	6	6	6	30
12	Yash Kumar Rohitbahi	8	7	5	6	5	31
13	Ankita Deogharkar	5	5	5	5	5	25
14	Chaitanya Saran Pradhan	6	6	6	6	6	30
15	Ashish Kanhaiya Wani	8	7	5	6	5	31
16	Shubham Ashok Dere	6	6	6	6	6	30
17	Rodricks Joseph Anthony	8	7	5	6	5	31
18	Raturaj Solake	AB	AB	AB	AB	AB	AB
19	Mafaaz Liyakatali Shaikh	6	5	5	6	5	27
20	Tanveer Yusuf Khan	7	5	8	8	8	36

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

47	Devika Ramadhar Sharma	8	8	8	8	8	40
48	Aditya Bhujbal	5	5	5	5	5	25
49	Rishikesh Rajendra Jadhav	6	5	7	6	5	29
50	Moheen Shaikh	AB	AB	AB	AB	AB	AB
51	Gulshan Mohan Lal	AB	AB	AB	AB	AB	AB

Prof. Dr. Anita Frantz  
Principal

Asst. Prof. Vincent Kedari  
Subject Faculty

Asso. Prof. Imran Sayyed  
IQAC Coordinator

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

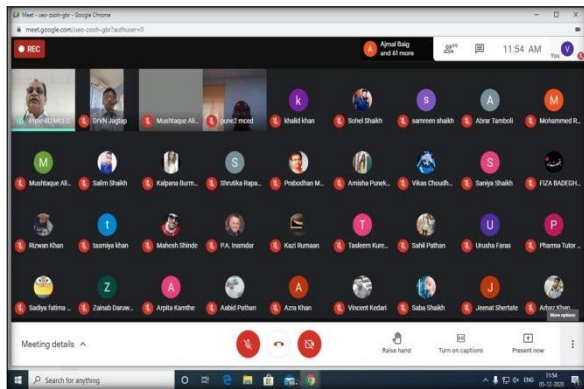
21	Hakim Hatim Limdiwala	8	9	8	9	9	43
22	Shayoni Ashish Sinharoy	9	9	9	9	9	45
23	Ubedulla Mankar	AB	AB	AB	AB	AB	AB
24	Gufran Akil Attar	6	6	6	6	6	30
25	Amaan Atique Ahmed Shaikh	5	6	5	5	6	27
26	Aftab Ajim Mulani	7	7	7	7	7	35
27	Ritik Shivaji Shelar	5	6	5	5	6	27
28	Maaz Mehboob Ulde	7	6	5	7	6	31
29	Viraj Jaysing Gund	7	7	7	7	7	35
30	Komal Pote	6	6	6	6	6	30
31	Rohit Ajit Gaikwad	5	6	5	5	6	27
32	Kshitij Vishvas Pagar	6	6	6	6	6	30
33	Shubham Vishnu Pawar	5	5	5	5	5	25
34	Aniket Vilas Kshirsagar	6	6	6	6	6	30
35	Bhushan Panjabrao Kumbhar	5	6	5	5	6	27
36	Karan Dattatray Bhosale	6	6	6	6	6	30
37	Anand Pradip Waghchoure	5	5	5	5	5	25
38	Mushra Nematulla Shaikh	6	6	6	6	6	30
39	Rahul Salve	5	6	5	5	6	27
40	Samiyan Farid Shaikh	7	7	7	7	7	35
41	Aslam Ezazul Mondal	5	6	5	5	6	27
42	Sarbaz Shaikh	7	6	5	7	6	31
43	Shivani Rajesh Pillay	7	7	7	7	7	35
44	Mohsin Iqbal Shaikh	7	6	8	6	7	34
45	Prajakta Avinash Shirke	6	6	6	6	6	30
46	Nehaal Sameer Bagwan	7	6	8	7	6	34

### Activity Report

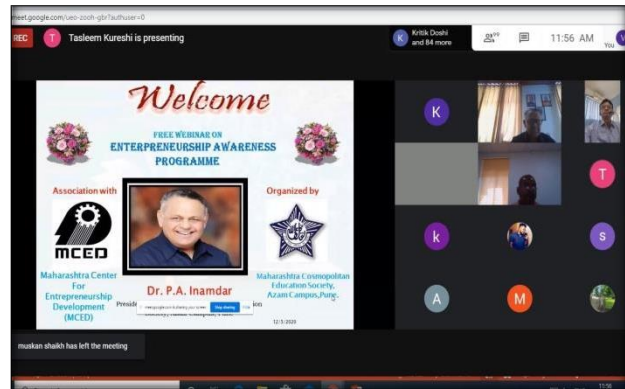
#### Entrepreneurship Awareness Program

7<sup>th</sup> December 2020

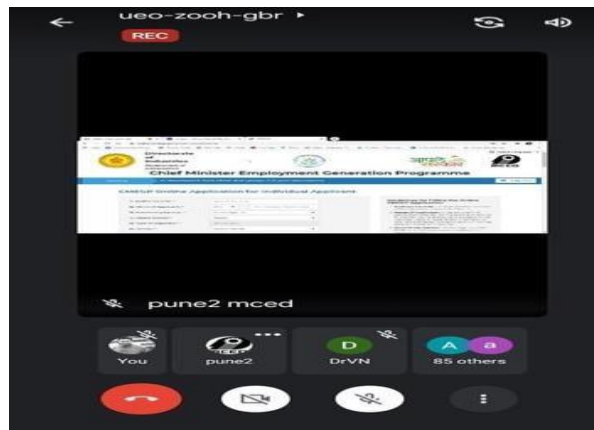
The students and staff of M.C.E. Society's M.A.Rangoonwala Institute of Hotel Management & Research participated in the Free Webinar on Entrepreneurship Awareness Program organized by M.C.E. Society's Institute of Pharmacy (Diploma) on 5th December 2020. The webinar was conducted in association with Maharashtra Centre of Entrepreneurship Development (MCED). The objective of the session was create awareness about the demand of entrepreneurship and how one can plan to begin his or her own business. The webinar was very informative.



Session in progress



Session in progress



Session in progress

Asst. Prof. Vincent Kedari  
Event Coordinator

ANITA  
RUBEN  
FRANTZ

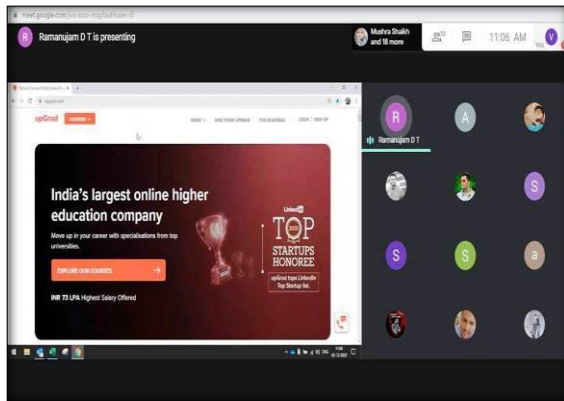
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ANITA RUBEN  
FRANTZ  
Date: 2023.05.31  
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## Activity Report

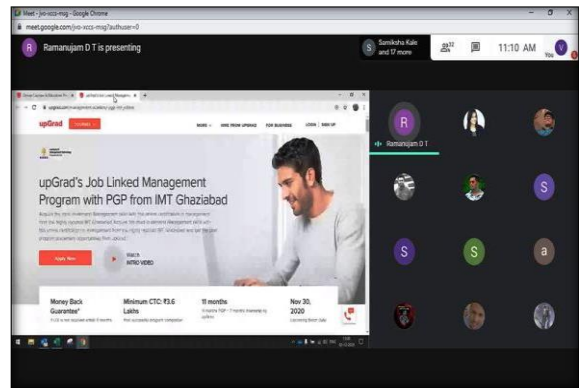
### Career Counseling

2<sup>nd</sup> December 2020

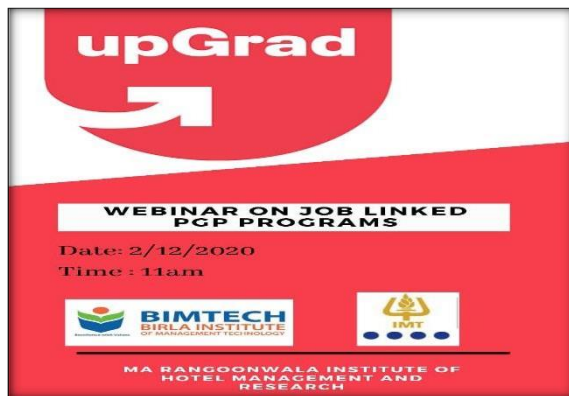
A session on Career Counseling was conducted for the all students of M.A.Rangoonwala Institute of Hotel Management & Research on 2nd December 2020. The session was organized by upGrad which is one of the leading EdTech companies in India. The session was about creating awareness among students about Job Linked Programs under upGrad.



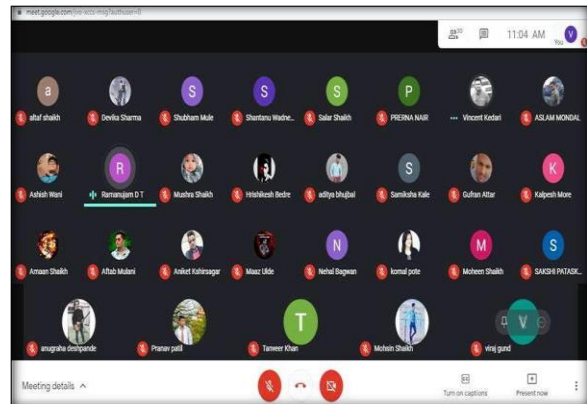
Session in progress



Session in progress



Poster



Session in progress

Asst. Prof. Vincent Kedari  
Event Coordinator

ANITA RUBEN  
FRANTZ

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ANITA RUBEN FRANTZ  
Date: 2023.05.31  
10:40:41 +05'30'