

Sponsored by **Business Development Centre**

It is our pleasure to extend to you this warm invitation to a **Workshop on Recruitment Process on 22nd May 2010 in Lecture Hall 207 Academic Block 1, EE Department in our Campus.**

This enlightening seminar is designed for fresh graduates or students (Management Sciences) who are about to enter the job market. In this workshop the participants will be presented with the details of the recruitment process. They will be taught test preparation, interviewing techniques and associated body language management tips for maximizing their performance. Participants will go through a rigorous session of a mock recruitment process.

We look forward to learning and benefiting from your presence and experience in our shared quest for excellence. Therefore, we are delighted to personally invite you to join this Workshop.

Schedule of the Workshop

Topic: Recruitment Process

The workshop is divided into two phases.

Phase 1: Orientation & Training

Phase 2: Applied Session on whole selection process

22nd MAY 2010 (Saturday)		Time	Details
Phase 1 <i>Orientation</i>	.	9.00 -9.15a.m.	Welcome and Introduction
		9.15 -11.00 a.m.	Details of Recruitment Process
		11.00 -11.30 a.m.	Tea Break
Phase 2 <i>Applied Session on Whole Selection Process</i>	.STAGE 1 Initial test	11.30 –1 2.30 p.m.	Participants will be given Written Test
	STAGE 2 Preliminary Interview	12.30-1.30 p.m.	Interviews will be conducted
		1.30.-2.30 p.m.	Lunch Break
	STAGE 3	2.30-3.30 p.m.	Individual Presentations

	Assessment Center	3.30-4.15 p.m.	Group Discussions
	STAGE 4 Panel Interview	4.15-5.00 p.m.	Interviewed by panel of Experts
		5.00-5.30 p.m.	Feedback