Invitation Letter for Campus Recruitment

To,

C.M.D./C.E.O/Vice President (HR)

Dear Sir/Madam,

A Very Happy New Year to you & all family members.

It gives me immense pleasure to extend you a most cordial invitation to you for participation in the Campus Recruitment programme of our Institute. Now, more emphasis is being on Institute-Industry Interaction, in which the Institute is conducting the Campus Recruitment programme, and the Industry participating in the same, are mutually benefited.

JNCT Rewa is Inviting you for Open / Closed Campus of M.Tech. (All Branches) , B.E. (Mining, Civil, Electrical, Mechanical, Computer Science ,Information Technology) , Diploma in Engineering (Civil,Mechanical,Electrical, Cement Technology), ITI (All Branch), MBA, BCA.

We are the only Institute who is Organizing the Placement Drive for All over the District for all Branches of engineering Students, We are also organizing placement Drive for 50 years old Engineering College Known as Rewa Engineering College.

Rewa is known for land of White Tigres , Birbal, Tansen , Ustad Aaluddin Khan and Ex. HRD Minister Late Kunwar Arjun Singh & Vidhansabha Adhyaksha Shri Niwas Tiwari in Indian Politics. World Famous Maihar Maa Sharda Temple is situated 72 Km, Khajuraho Temple is 160 Km ,Panna Tigre Reserve is 130 km , Kanha National Park is 200 Km ,Bandhavgarh National Park 80 Km, International Fossilie Park Mandla known for Dynasore Fossils 170Km & Triveni Sangam Allahabad is satuated at 80 Km. Nearest Railway station is Satna, Allahabad & Airport is Khajuraho (International Airport),Allahabad & Jabalpur with all time air connectivity to all Major cities of India & Abroad.

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We have too many merit scholars (Especially Girls Student) who are not willing to go for study in Bhopal, Jabalpur & Indore. We have a lot of students who have a quality of Honesty, Good Academic record, more Creative and Ability to work in all condition, Perceptiveness, Self Discipline, Positive Approach, Fearless & courageous and having more understanding power. We want to provide a big platform to these students who have quality with lowest opportunity for Jobs at Rewa.

Jawaharlal Nehru College of Technology (JNCT), Rewa is an Institute with total commitment to quality and excellence in academic pursuits. We groom our students, not only in the field of discipline, but also broaden their mindsets and create positive attitude. Thus equipping them with all qualities to make them an asset to whichever institute/organization they may join. B.E. students undergo eight-week training in reputed organizations in India.

We forward herewith our Placement Brochure, providing a profile of the Institute, as well as detailing the various programmes/courses offered by us. We are also enclosing questionnaire, which is to be filled by you and mailed to us. On receipt of which we would be happy to fix a mutually convenient date for your visit to our campus. It would be our proud privilege to arrange boarding and lodging for you.

I also request you to provide facilities for summer training to our pre-final year students, preferably with stipend. It will be appreciated if the Annexure II which is attached is being filled up and returned to the undersigned at your earliest. This can help you in previewing the pre-final year students as prospective employees. Please feel free to call me on my mobile, for any further information/clarification.

Looking forward for mutually beneficial relationship and with regards,

Yours faithfully

Prof. Janardan Pratap Singh Dubey
Director (Training and Placement)
+91-9630610157
07662230399
Web: jnctrewa.org
Email Id : dubey.jps@gmail.com
Procedure for placement

1. The Placement Office sends invitations to companies/organizations along with relevant information.
2. Company/Organization fills in a JAF (Job Announcement Form) containing details of the job offer (pay package, place of posting, allowances and other bonuses) using their official mail address. JAFs can also be sent either by post or email to Placement Cell/Office.
3. If the company/organization wishes to conduct a Pre-Placement Talk (PPT) they can sent a request along with the preferred dates.
4. The JAF is made available online to the students, along with any other information furnished by company organization.
5. Placement Office allots dates to companies for campus interviews based on various details given by companies. The company/organization will confirm the dates with the Placement Office.
6. Interested students show their willingness to appear for the recruitment process of a company by submitting resume in JNCT Placement office.
7. Companies can view resumes of interested students and shortlist students using Email.
8. Companies come down to the campus on the allotted date/s and conduct tests and/or interviews according to their recruitment process.
9. The company/organization is required to furnish the final list of students preferably on the date of interview.

Note: The placement office records jobs corresponding to the students selected. Students once placed may not be allowed to appear for other interviews as per the institute placement policy.

* The Job Announcement Form provides the primary basis of communicating the details of the positions offered to the candidates. It is therefore, highly desirable that the Form is completed in all respects and it would be advantageous if it were accompanied by relevant company literature with more details about the company.

**Companies are allotted dates based on the ranking of the job offer. The job offer is ranked based on the following parameters:

- Compensation Package
- Growth Prospects in the job
- Past record of recruitment at JNCT

The data provided by the companies through the Job Announcement Form, company brochures including financial statements, etc. are made available to the students to decide the ranking. Hoping for your kind co-operation for a bright and blooming placement season.

J.P. Singh Dubey
Director (Training & Placement Cell)
Placement Cell,
JNCT, Rewa
dubey.jps@gmail.com
Mo. 9630610157