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Ref. No. : JCC/ GE [ 15 ] 22

Date 25.01.2022

## **OFFICE ORDER**

The undersigned is pleased to constitute the **Placement Cell** for the Jamshedpur Co-operative College, Jamshedpur with immediate effect till further order.

## Placement Cell :-

Sl. No.	Name of Persons	Designation	Assigned Post
01	Dr. Amar Singh	Principal	Chairperson
02	Sri Ajay Kr. Singh	Head, HRM, Tata Steel, Jsr	Special Inviting Member
03	Dr. Antara Kumari	Asstt. Prof. & Head, Dept. of Economics	Placement Cell Incharge/Co-ordinator
04	Dr. Neeta Sinha	Associate Prof., Dept. of Chemistry	Member
05	Dr. Vijay Kumar	Asstt. Prof., Dept. of Hindi	Member
06		Asstt. Prof., Dept. of History	Member
07	•	Asstt. Prof., Dept. of Botany	Member
08		Asstt. Prof., Dept. of Commerce	Member
09	Dr. Raju Ojha	Asstt. Prof., Dept. of B.Ed.	Member
	5 5	Asstt. Prof., Dept. of Vocational	Member
	-	Asstt. Prof., Dept. of Vocational	Member

Responsibilities of Placement Cell -

- 1. Arranging Meetings at time to time for reviewing and evaluating the progress of Placement.
- 2. To be in touch with the various firms/companies/placement agencies under the able guidance of Sri Ajay Kr. Singh, Head HRM, Tata Steel, Jamshedpur
- 3. Maintaining a proper record of all the students of the College recruited/placed in different places/departments/offices along with the details of such candidates and their working cell numbers
- 4. Maintaining a proper placement record on the website at an appropriate separate place.
- 5. Sensitising all the departments to maintain a record of placement of the students of their department and handing over a copy to co-ordinator, Placement Cell. etc.

85.00.2022

( Dr. Amar Singh ) Principal Principal Jamshedpur Co-operative College JAMSHEDPUR

Copy to :-1. All members concerned

2. File