

Asutosh-PIBM Skill Centre -Coordination Committee

Date of Meeting: 9th January 2024

Meeting Minutes

- Discussed the objectives of the workshop, which include helping participants understand the importance of a well-crafted CV, providing tips for writing effective CVs, and offering practical exercises to improve CV writing skills.
- Agreed to structure the workshop into different sections covering topics such as formatting, content, language, and tailoring CVs for specific industries or job positions.
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- Explored potential dates for the workshop, considering factors such as attendees' availability and other scheduled events.

Member Present:

1. Dr. Bidisha Datta
2. Dr. Sayanti Kar
3. Shri. Rishi Bhattacharjee