



TECNIA INSTITUTE OF ADVANCED STUDIES

Approved by AICTE, Ministry of HRD, Govt. of India Affiliated To Guru Gobind Singh Indraprastha University, Delhi

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21st March 2011

EVENT	:	Expert Lecture
PROGRAMME	:	Workshop
TOPIC	:	Optimizing Interview Skills
RESOURCE PERSON	:	Ms. Anju Mahajan
ORGANIZATION	:	Associate Trainer in NVision, Gurgaon
SCHEDULE	:	10:30 pm to 12:30 am
Date	:	18th March 2011
Day	:	Friday
FACULTY INCHARGE	:	Dr. Dhason Antony
No of Students	:	MBA & MCA - IV – Sem 36

Objective:

Job Interview is a method by which an idea about an applicant's personality including his/her intelligence, breadth of interest, and general attitudes towards life can be obtained by face-to-face contact. Optimizing interview skills session aims to equip student participants to guide and increase confidence while attending interviews in their real life situation. It further aims to improve the communication and interaction among individuals.

Speaker's brief profile:

Ms. Anju Mahajan is M.A English from Central University, Hyderabad. She is the Associate Trainer in NVision, Gurgaon. She is a Facilitator and Trainer to the areas of: Confidence building & personality development; honing soft skills facing interview and resume writing; developing communication skill, public speaking; extempore, talk shows & group discussions; conducting leadership camps, team-building exercises etc. She has attended several workshops/seminars for professional & personality enhancement.

Learning outcome:

This session increased the confidence level of students to a great extent. The mock interview session advised the students to correct themselves for better out put while they will be with real such situations. Interview tips particularly related with behavior-based questions alerted the students and improve their personality level. Eye contact, body language like other tips improved the quality level. By and large, students who participated this session have the possibility of getting themselves selected in real job interview situation.