J.C. BOSE UNIVERSITY OF SCIENCE AND TECHNOLOGY, YMCA, FARIDABAD, HARYANA

A State Government University

Accredited "A+" grade by NAAC



Department of Business Studies

Report on Workshop On Interview Skills Held on 22nd November, 2024

The Department of Business Studies has organized a Workshop on Interview Skills on 22nd November, 2024 at 9:00 a.m. for the students of B com (H) under the guidance of chairperson, Dr. Manisha Goel. Mr Rohit Sinha and Ms. Diksha Miglani, faculty members, Department of Business Studies coordinated the event along with students Monika and Isha.



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DEPARTMENT OF BUSINESS STUDIES

Organising

WORKSHOP On

PERSONAL INTERVIEW





22ND NOVEMBER, 2024 9:00 AM ONWARDS

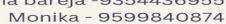
PATRONProf. Sushil Kumar Tomar
Vice Chancellor

CHAIRPERSON Dr. Manisha Goel

FACULTY COORDINATORS

STUDENT COORDINATORS Isha bareja -9354436955

Ms. Diksha Miglani Mr. Rohit Sinha









Interviewing is an essential aspect of the hiring process and it is vital to make a positive impression during a job interview. The intensive workshop organized by the department aimed to equip B.Com students with the knowledge, skills, and confidence required to excel in personal interviews. The workshop featured interactive discussions, practical mock interviews, guidance, and feedback sessions. It intended to significantly enhance participants' understanding of interview dynamics and prepare them for the professional world.



The session introduced participants to the significance of interview preparation, and the role of personal interviews in the recruitment process. It aimed to build awareness of the importance of interview skills. The students were given cognition about the frequently asked interview questions, strategies for answering them effectively, and understanding the rationale behind them. Apart from this, they were also explained the importance of body language and non verbal communication including the eye-contact and the posture of the candidate.



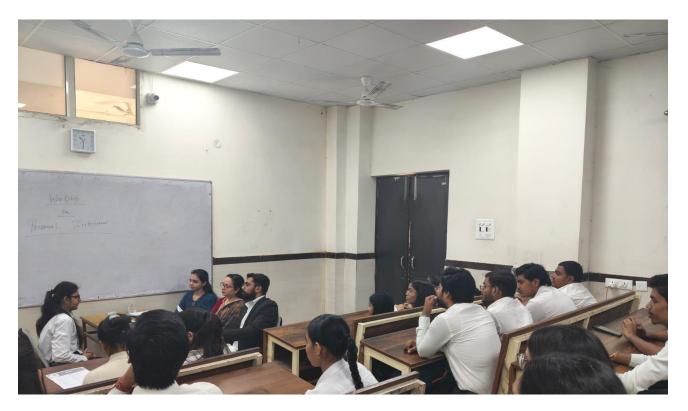
Students were given the opportunity to experience real interview scenarios by engaging in mock interviews. They were asked a range of common interview questions and evaluated based on their responses and way of conduct. These practical sessions allowed participants to put their knowledge into practice and receive feedback to improve their interview skills. It allowed students to gain valuable insights into the expectations and preferences of recruiters during interviews.It also provided a chance to the participants to ask questions regarding interview processes and industry expectations.



Each participant received personalized feedback on their performance throughout the workshop. The workshop played a crucial role in boosting participants' confidence. Through practice and expert guidance, students gained the self-assuredness required to perform well in personal interviews.



The mock interviews helped students improve their presentation and communication skills. Their resumes were also screened and modifications were suggested in order to highlight their skills and core areas of interest.



The workshop on personal interviews was an exceptional success, playing a vital role in the Department of Business Studies' Industry Readiness Program. The program assisted B.Com students gain the required understanding and skills required to excel in personal interviews, a pivotal phase of the recruitment process in various industries. The discussion offered a realistic perspective on industry expectations, further enhancing students' readiness for future job interviews and employment opportunities.