



**JSPM's
Jayawantrao Sawant College of
Engineering
Hadapsar, Pune-28.**

MCA Department

**“ Workshop on IBM Skills Build-
JOB APPLICATION ESSENTIALS”**

by

Miss. Gayatri Ballal

**Venue: ‘VC hall’. JSCOE MCA Department ,
3rd Floor, ‘A’ Building**

Date : 7th oct 2024

Time: 10:45 AM to 12:45 PM



JAYAWANT SHIKSHAN PRASARAK MANDAL'S

Jayawantrao Sawant College of Engineering
MCA Department



Organizing
IBM Skills Build-



"JOB APPLICATION ESSENTIALS"



Resource Person: **Miss Gaytri Ballal**
Trainer
Pratham InfoTech Foundation.
Co-ordinator: **Prof. More Rutuja**

Date: 7th Oct 2024 Time: 10:45 AM to 12:45 PM
Venue: JSCOE MCA Department 3rd Floor 'A' Building Hadapsar, Pune-28

: Patrons :

Hon. **G. I. Sawant**
Secretary TSSM

Dr. **Sanjay Sawant**
Campus Director

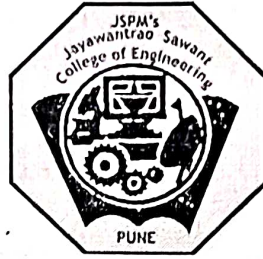
Dr. **V. A. Bugade**
Campus Director

Dr. **R. D. Kanphade**
Principal, JSCOE

Prof. **Swayam Shah**
HOD MCA Dept

Prof. **Indrani More**
TPO

JSPM's
Jayawantrao Sawant College of Engineering
Department of MCA
S. No. 58, Handewadi Road, Hadapsar, Pune-28.



A Report on
**“Workshop on IBM Skills Build-
JOB APPLICATION ESSENTIALS”**
by

Miss Gaytri Ballal
Institutional Partnership Program fellow
Pratham InfoTech Foundation.

Organized by

MCA Department

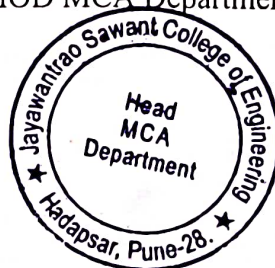
Report Prepared by:

Prof..Rutuja More

Asst. Prof. MCA Department

Prof. Rutuja More
Activity Co-Ordinator

Prof. Swayam Shah
HOD MCA Department



Dr. Rajendra Kanphade
Principal
JSCOE Hadapsar, Pune

PRINCIPAL
J.S.P.M.'s. Jayawantrao Sawant
College of Engineering, Pune-28

: 7th Oct 2024

venue : VC hall. JSCOE, MCA Department

Mode of
Conduct : Offline

Resource Person : Miss. Gaytri Balll , Pratham InfoTech Foundation , Pune

Duration : One Day

Event : Prof. Rutuja More

Coordinator: Asst. Prof. MCA Department

About the Activity:

The workshop will cover with practical a range of topics, including professional skills, interview skills, Artificial Intelligence, Fundamentals of IT, employability skills and job search strategies.

Workshop Agenda :

1. Professional skills:

- Verbal and Written Communication ..
- Time Management and Organization.
- Technical Skills.
- Collaboration and Teamwork

2. Fundamentals of IT:

- Introduction to IT.
- Hardware Components
- Data Management and Databases and Emerging Technologies in IT

3. Defining Career Goals::

- Leveraging Online Job Portals.
- Leveraging Online Job Portals data types.
- Operators and expressions.

4. Using Social Media for Job Search

- LinkedIn Profile Optimization
- Personal Branding:
- Job-Related Groups Job-Related Groups.

5. Self-Assessment and Goal Setting:

- Skills Inventory.
- Career Goals.

6. Resume and Cover Letter Customization:

- Tailored Applications.
- Keywords and ATS

7. Online Job Boards and Company Websites:

- Job Portals.
- Company Websites.
- Executing SQL queries from PHP.

8. Leveraging Recruiters and Agencies:

- Recruitment Agencies.
- LinkedIn Outreach.

Throughout the workshop, students works on practical exercises to reinforce their learning. The workshop include Q&A sessions, group discussions, and Resume build to enhance understanding and collaboration among participants. Total 38 students were participated in this Workshop.

Objectives of Workshop:

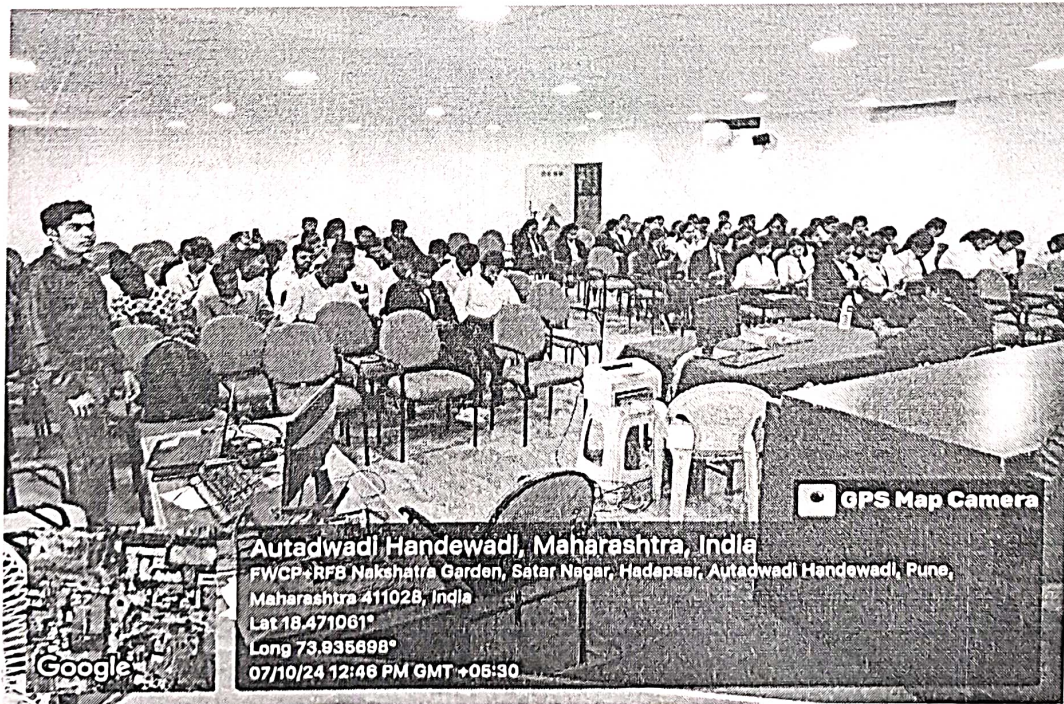
Objectives of Hands on” Workshop on IBM Skills Build-JOB APPLICATION ESSENTIALS” has the following objectives

- **Understand the structure of an effective resume and learn how to tailor it for specific job applications.**
- **Create impactful cover letters that align with job descriptions and company culture.**
- **Navigate Applicant Tracking Systems (ATS) by using the right keywords and formatting techniques in resumes and applications..**
- **Prepare for interviews with practical tips on answering common and behavioral questions..**
- **Build a professional online presence on platforms like LinkedIn to support job applications and networking..**
- **Develop a follow-up strategy post-application to increase the chances of landing interviews and job offers..**

Workshop on IBM Skills Build- “JOB APPLICATION ESSENTIALS”:



Workshops Resource person delivering the session



Hands on Sessions of the Workshop



Autadwadi Handewadi, Maharashtra, India
 FWCP+RF8 Nakshatra Garden, Satar Nagar, Hadapsar, Autadwadi Handewadi, Pune,
 Maharashtra 411028, India
 Lat 18.471061°
 Long 73.935698°
 07/10/24 02:29 PM GMT +05:30

MCA Dept. staff with workshop's resource person



Autadwadi Handewadi, Maharashtra, India
 FWCP+RF8 Nakshatra Garden, Satar Nagar, Hadapsar, Autadwadi Handewadi, Pune,
 Maharashtra 411028, India
 Lat 18.472268°
 Long 73.936025°
 07/10/24 12:11 PM GMT +05:30

JSPM's
Jayawantrao Sawant College of Engineering
MCA Department
A.Y. 2024-2025
MCA I Sem

IBM Skil build -Job Application Essentials

Roll No	Name of Student	Sign
1	ATHANIKAR SOMESH SANTOSH	<i>Somesh</i>
2	BAKRE SIDDHESH PRASANNA	
3	BELKAR PRAVESH SAHEBRAO	
4	BHAVAR DHANANJAY BABASAHEB	<i>Bhavar</i>
5	BHOITE SIDDHI SUNIL	
6	BHOSALE CHAITRALI SANJAY	<i>Bhosale</i>
7	BHUJANG SAKSHI SHIVAJI	<i>Bhujang</i>
8	BIGHOT ROHIT GORAKH	<i>Reh</i>
9	BIRAJDAR MUSKAN SALIM	<i>Muskan</i>
10	BISEN MRUNALI YADORAO	<i>Bisen</i>
11	CHANDEL SAVI JAGMOHAN	<i>Chandel</i>
12	CHAVAN GHANSHYAM MADHUSUDAN	
13	CHAVAN RITESH SHIVAJI	
14	CHAVANKE AMBADAS RUSHIKESH	
15	DAHAKA YASH RAJESH	<i>Yash</i>
16	DAHATONDE JAYESH VASANT	<i>Jayesh</i>
17	DAHE SANJANA VIJAY	<i>Dahe</i>
18	DAVHALE GANESH RAMESHWAR	
19	DESAI OMKAR ARUN	<i>Desai</i>
20	DESHMUKH AKSHADA HAMBIRRAO	
21	DEVKAR NIKITA NANASAHEB	
22	DEVKAR YASH VIJAYKUMAR	
23	GATLEWAR PRUTHA UMESH	<i>Umesh</i>
24	GHADGE VAISHNAVI SANTOSH	
25	GHOLAP ROHIT MAHENDRA	<i>Rohit</i>
26	GULHANE SHIVANI ASHOK	
27	JADHAV TUSHAR BALASO	<i>Tushar</i>
28	JOGDAND SNEHA RAMBHAU	
29	JOSHI GAURI SHAILESH	<i>Gauri</i>
30	KACHARE RHISHIKESH SHANKAR	<i>R.Kachare</i>
31	KALE KAVITA BHIVA	<i>Kale</i>
32	KAMBLE NIKHIL SURYAKANT	

33	KANADE RUTUJA MAHALING	
34	KHAPATE SANDESH RAM	
35	KULKARNI DNYANESHWAR ASHOK	<u>Sandesh</u>
36	LIGADE JEEVAN JAGNNATH	<u>Pravleen</u>
37	MAGAR HARSH SUBHASH	
38	MALI MANSI CHANDRAKANT	
39	MALI SAURABH DATTATRAY	<u>Mansi</u>
40	MANE NIKITA RAMCHANDRA	<u>Mane</u>
41	MOKASHI DIPTI JITENDRA	<u>Mane</u>
42	NALE YOGESH BAPU	
43	NIPANE SHARAYU SUNIL	<u>Nilesh</u>
44	PANCHAL VISHAL SATISH	<u>Shirone</u>
45	PATIL SHEKHAR KESHAV	
46	PATIL AVISHKAR VIKRAM	
47	PHADATARE TEJASWI DHANAJI	
48	POKHARKAR SIDDHESH BHARAT	<u>T.D. Phadatare</u>
49	RATHOD GANESH NAMDEV	
50	SADAPHULE HRUTIK DNYANESHWAR	
51	SAGVEKAR PANKAJ MANGESH	<u>Pankaj</u>
52	SATHE SUDARSHAN NAVNATH	<u>Sathe</u>
53	SAVAL ASHISH DASHRATH	
54	SAWANT AKASH VISHNU	
55	SHAIKH TABASSUM AYUB	
56	SHAIKH RUZAN UMAR	<u>Ruzan</u>
57	SHINDE GAURAV RAVINDRA	
58	SHINDE PRANJALI POPAT	<u>Pranjal</u>
59	SHRIMAN SAVITA SANTOSH	
60	SRIHARSHINI MANDA	<u>Sriharshini</u>
61	TAMHANE ROHAN KANTILAL	
62	TAPKIR SHUBHAM ANIL	<u>Shubham</u>
63	TIWARI ABHIJEET HARERAM	<u>Abhi</u>
64	VINASHREE MESHARAM	
65	VYAVHARE VAISHNAVI ASHOKRAO	<u>Vaishnavi</u>
66	WATHORE SAKSHI GANPATRAO	<u>Sakshi</u>
67	ZODGE OMKAR NARAYAN	