


UNIVERSITY OF MYSORE
ESTD 1916

Viswavidyanilaya Karya Soudha,
Crawford Hall, Post Box No. 406,
Mysore – 570 005.

Dated 20.11.2024

No.ET12/239/2023-24

NOTIFICATION

Are you a dynamic and results-driven professional passionate about connecting talent to opportunities? We are seeking a **Placement Officer** to join our institution and drive successful campus placements and career development initiatives. If you have a strong background in Public Relations, Talent Acquisition, and Student Placement Assistance, we invite you to apply for this exciting opportunity!

Position: Placement Officer

Interview Type: Walk-In Interview

Date & Time: 27-11-2024 at 2.30 PM

Location: SYNDICATE CHAMBERS, CRAWFORD HALL, UNIVERSITY OF MYSORE, MYSURU.

Application Fee for GM-2000/- and SC/ST-1000 D.D in favour of The Finance Officer, UOM, Mysuru.

Key Responsibilities:

- **Corporate Engagement:** Build and nurture partnerships with leading companies for campus recruitment.
- **Student Placement Assistance:** Guide students through the placement process, offering resume-building sessions, mock interviews, and career counseling.
- **Training & Development:** Conduct skill-building workshops, organize guest lectures, and facilitate industry interactions to enhance students' employability.
- **Event Coordination & Administration:** Support in managing placement drives, documentation, and admission inquiries to ensure smooth placement activities.

Desired Skills and Experience:

- **Public Relations & Media Liaison:** Proven experience in representing an institution and enhancing brand reputation.
- **Talent Acquisition & Career Counseling:** Adept at understanding career pathways and connecting students with suitable career opportunities.
- **Organizational Skills:** Strong time management, problem-solving and communication abilities.
- **Previous Experience in Similar Roles:** Prior experience in placement or training roles within educational institutions or corporate environments is highly preferred.

If you are a proactive communicator, a strategic thinker, and passionate about career development, come be a part of our team!

Contact: registrar@uni-mysore.ac.in Telephone No. 2419440/2419361

Note: Bring your updated resume, certifications, and relevant documents to the interview.


REGISTRAR

Copy to:

1. The Director, Mysore University School of Engineering, Manasagangothri, Mysore.
2. All the Principals/Directors of concerned Engineering College-Request you to publish your College Notice Board.
3. The Co-Ordinator, ICD, Manasagangothri, Mysuru- Host the said Notification in University website.
4. The PA to Hon'ble Vice-Chancellor/Registrar (Evaluation)/Finance Officer, University of Mysore, Mysuru.
5. Concerned File.