### A WORKSHOP ON

# WINNING A JOB INTERVIEW: A KEY TO SUCCESS



07.03.2022

ORGANISED BY
TRAINING & PLACEMENT CELL
DEPARTMENT OF SOCIAL WORK
LOYOLA COLLEGE (AUTONOMOUS)
CHENNAI - 600034

# **INVITATION**



Vote of Thanks

#### DEPARTMENT OF SOCIAL WORK LOYOLA COLLEGE (AUTONOMOUS), CHENNAI- 600034

A one day workshop on

WINNING A JOB INTERVIEW : A KEY TO SUCCESS

Date: 05th March 2022 Time: 11.30 AM

Venue: Seminar Hall, Department of Social Work

#### Programme

Praver : Department Choir

: Dr.Mary Jessy Rani Welcome Address

Assistant Professor, Head In-charge, Department of Social Work

Introduction of the Guest Speaker : Dr.J.M.Arul Kamaraj

Faculty Coordinator - Workshop

Mr.Silvaster Antony Address by the Guest Speaker

Senior Process Lead – Talent Acquisition Arco Lab Private Limited, A Strides Enterprise

: Ms.Sweety Second Year MSW Student

All are Welcome!

#### Introduction

The One-day workshop on "Winning a Job Interview: A Key to Success" was conducted on 5th March 2022, from 11:30am to 01:15pm. It was organized by the Training & Placement Cell of the Department of Social Work. The Resource Person for the Session was Mr. Silvaster Antony, Senior Process Lead - Talent Acquisition, Arco Lab Private Limited, A Strides Enterprise Chennai. The welcome address was delivered by Dr. Mary Jessy Rani. P, Assistant Professor, Head in Charge, Department of Social Work. The faculty coordinator of the event was Dr. J.M Arul Kamaraj.

#### **Participants**

PG students of shift - I, from all the specializations were a part of this workshop. The department staffs were also present.

S. No	Class	No. of Participants
1.	First Year	31
2.	Second Year	40
3.	Staff	5
Total Number of		76
Pa	articipants	

#### **Important Takeaways**

Some salient points to remember before taking up an interview are as follows:

- It is imperative to communicate elegantly and proficiently in English.
- Clarity of thought and articulation of speech is necessary for effective communication.
- While the interviewer is asking a question, make sure to understand the real meaning and do not assume if it is ambiguous.
- Before going to an interview study the context of it job description, about the organization, etc
- If you don't know the answer to a question, then politely admit the same and remark that you would get back to them through an email or so with the answer. Do not make up answers or guess them.
- Being punctual is vital as it will help us to be calm and composed before the interview.

#### Conclusion

The resource person - Mr. Silvaster Antony conducted the session in a highly interactive way. The students clarified their doubts and jotted down the valuable inputs gained through his session. It turned out to be an enlightening session for both the first and second years of the Department of Social Work.

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### **ANNEXURE**







### Training and Placement Cell, Department of Social Work,Loyola College, Chennai

#### A One Day Workshop on Winning a Job Interview: A Key to Success

Date: 05th March 2022

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Venue: Seminar Hall, Department of Social Work

Chief Guest: Mr. Silvaster Antony, Senior Process Lead, Talent Acquisition, Arco Lab Put Ltd, Chennai

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