



# R. J. COLLEGE of Arts, Science & Commerce (AUTONOMOUS)

(Hindi Vidya Prachar Samiti's RAMNIRANJAN JHUNJHUNWALA COLLEGE of Arts, Science & Commerce)

Opposite Ghatkopar Railway Station, Ghatkopar (West), Mumbai 400086, Maharashtra, INDIA.

Website: www.rjcollege.edu.in Email: rjcollege@rjcollege.edu.in Tel No: +91 22 25151763 Fax No: +91 22 25150957

College is recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Affiliated to UNIVERSITY OF MUMBAI II NAAC Re-Accredited 'A' Grade (CGPA: 3.50)

Date: 8/12/2018

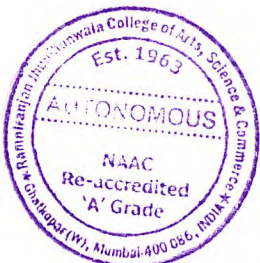
## Notice

### Department of BMS

The department of BMS is organizing a workshop on resume writing, group discussion, developing leadership skills and social media training for students of SYBMS & TYBMS. The students will also be given guidance on appearing for various competitive exams. The workshops will enhance their skills and build core skills for further development. The workshop will be conducted by Mr. Niketan Taware held on 10/12/2018 in room no. 51 at 2.00 pm.

Kalaiselvi Nadar  
BMS Co-ordinator

Dr. Usha Mukundan  
Principal  
PRINCIPAL  
RAMNIRANJAN JHUNJHUNWALA COLLEGE  
OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)  
Ghatkopar (W), Mumbai-400 086, Maharashtra, INDIA



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## Brochure



Hindi Vidya Prachar Samiti's  
**RAMNIRANJAN JHUNJHUNWALA COLLEGE OF ARTS, SCIENCE & COMMERCE**  
(AUTONOMOUS)

Department of BMS

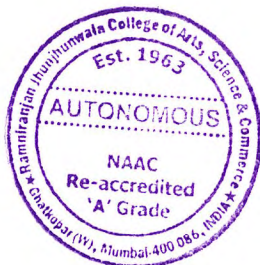
“Resume writing”

Speaker

Mr. Niketan Taware

Date: 10/12/2018

Time: 2.00 pm.



  
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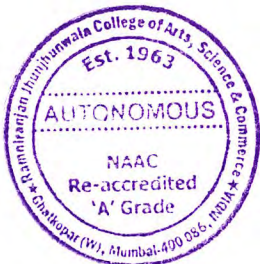
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## Report

Details: Resume Writing

Student number: 86

Mr. Niketan discussed key points discussed of resume writing. He emphasized the importance of customizing your resume for each job application, using a clear and professional format, highlighting your achievements, using keywords, and proofreading and editing. He also shared tips that would increase the chances of getting shortlisted for an interview and ultimately landing a dream job. A well-written resume that showcases your relevant qualifications, experiences, and achievements can help you stand out to potential employers.



*Usha*

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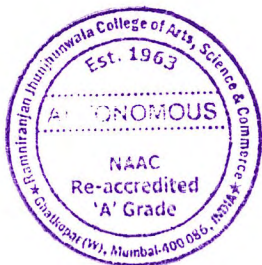
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## Photograph of the Resume Writing session held on 10<sup>th</sup> December 2018



Students during the workshop on Resume writing



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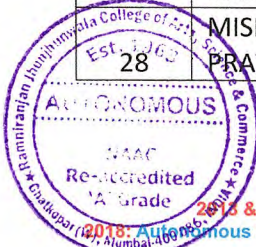
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## Attendance

ROLL NO	NAME	ROLL NO	NAME
1	AGARWAL PRASHANT RAJESH NEERU	101	TIWARI SHUBHAM BIRENDRA ANAMIKA
2	BANSODE GOVIND SUBHASH MARIAMMA	102	DONGARE SHIVAM SACHIN ASHA
3	BAVBANDE KAPIL SUNIL VARSHA	103	GANDHI KAVIN SANJAY JIGNA
4	CHATURVEDI SAURAV HARIGOVIND SADHANA	104	GHARVE ANKIT SUBHASH SMITA
5	CHAUDHARY JAMIR AHMED ABDUL KUDDUS SAJEEDA	105	GOLE SWAPNIL JAYWANT LATA
6	CHHEDA KHUSHBU KUVARJI SHANTU	106	GUPTA ANKIT RAMASHANKAR LAXMI
7	CHILE NIKHIL DINESH DISHA	107	GUPTA RAVIKUMAR RAJESH RENU
8	DHURIYA RAJ UMASHANKAR SUREKHA	108	GUPTA RAHUL AWDHESH KUMAR POONAM
9	DSILVA PEARL JAMES SHEBA	109	JAIN PALASH DINESH SANGEETA
10	GUPTA PRIYA MOHAN RENU	110	KHAN SANA PARVEEN DEEN MOHAMMAD ZAKIRA
11	GUPTA REENA KESHBHAN LAXMI	112	MANE KIRTI KAMALAKAR JYOTI
12	HARJANI ANMOL GOPI SEEMA	113	MISHRA VISHWAS SHYAMRAJ BIMLA
13	JADHAV ABHISHEK SHRIRANG RANJANA	114	PANDEY SAURABH VIRENDRAKUMAR REKHADEVI
14	JHA DIVYAKUMARI BIMALKUMAR ANJU	115	PANDIT MEETALI MADHUKAR KAVITA
15	KANOUIJIYA RUPA LALJI GEETADEVI	117	RAI POURNIMA BALINDRA ANITA
16	KANOUIJIYA VISHAL SURESH NISHA	118	SHAH MIHIR DHIRAJ RAJUL
17	KAWRE JAY DADABHAU SANGITA	119	SHARMA NILESH SANJAY ANJU
18	KHAN MAHABUBI YUSUF YASMEEN	120	SHAW KAUSHIK KUMAR CHHOTU PRAMILA
19	KOKATE SAMRAT ASHOK VANDANA	201	CHOUDHARY JITENDRAKUMAR DUNGARAM
20	KURADE SHRUTI BHAIRU VANITA	202	INAMDAR AFREEN ALLABAKAS SHAHIN
21	MAHAKAL SUVIDHA SUDHAKAR SANGITA	203	JAISWAL PRATIBHA CHOTELAL MALATI
22	MALI BHUSHAN VIJAYKUMAR GEETA	204	KADAM BHAGYASHREE DIGAMBAR DEEPALI
23	MALUSARE RENUKA SHIVAJI NANDA	205	KHAN AFWAN BASHIR RAHEEMA
24	MAPARI ROMAN LIYAKAT FARIDA	206	MISHRA SIDDHI PRADEEP KIRAN
25	MAYEKAR SURAJ VIDYADHAR VISHAKHA	207	MORE RUCHITA AVINASH VARSHA
26	MISHRA ADITYA SUDHANSHU SUDHA	208	NADAR JOSPA ALEX RANI
27	MISHRA POOJA SURENDRA MAMTA	209	ADHIKARI SAURAV SANYASI ANITA
28	MISHRA MINAL SARASWATI PRATIMA	210	PATHAN AALISHA AYUB NASEEMA



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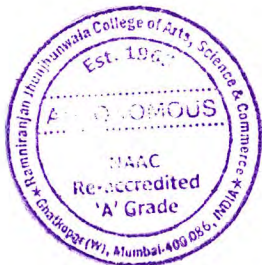
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29	MORAJKAR YASH VIKAS TANVI	211	RAGAJI KASHINATH SANTOSH CHHAYA
30	OMASE VINITA TUKARAM MEENA	212	SAHU ANUPAMA UTTAM GEETANJALI
31	DIMPLE KUMAR HEMADRI REDDY PADIRIKUPPAM JEEVANA JYOTHI	213	SALVI NEHA MADHUKAR MANISHA
32	PARAB TANVI SUBHASH SUPRIYA	214	SHARMA PRITI FIRTU POONAM
34	PATWA POOJADEVI SURESH KAMLESH	215	SHARMA ANJALI DHANANJAY GEETA
35	RAEEN FARDEEN MOHMMED NIZAM NAZRIN BANO	216	SHUKLA JAHANVI CHANDRABHUSHAN SUNITA
36	RAJAK MANISH RAMASARE RAJKUMARI	217	SIDDIQUI SHABA RASHID ZARINA
37	RATHOD SONAL SURESH LALITA	44	SINGH NIKITA GULMAN BHANUMATI
38	RODRIGUES REZEL VIANEY RENATO SUZANA	45	SINYAL SHIVAM MUKESH CHANDRAKALA
39	SAKPAL SNEHA MANGESH MEENA	46	THAKUR JANHAVI RAJENDRA RAJANI
40	SAWANT RUPESH CHANDRAKANT CHITRANGI	47	WAGHMARE NILAM TANAJI MAYA
41	SAYYED KANIZZAHRA SHAKIRHUSSAIN KANIZFATIMA	48	YADAV RUCHI MANOJ KUMAR LALTI
42	SHAIKH FATIMA AFSAR ALI AYESHA KHATOON	49	TIWARI MANISH RAJKUMAR MAMTA
43	SHAIKH AMINA MOHIDDIN SHAIN	50	PASI ADHITI CHANDRARAM VIDYA
52	BHALERAO SUSHIL VAMAN VIJAYA	51	PATIL SUMIT SAMBHAJI SHOBHA



*Ushu*

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## Certificate

### Resume Writing



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### Department of Bachelor of Management Studies

## Certificate of Participation

This is to certify that **Mr./Ms TIWARI SHUBHAM BIRENDRA ANAMIKA**  
has participated in the workshop/session/event/competition titled

Resume Writing  
held on 10/12/2018.

*Kalai Selvi Nadar*  
Ms. Kalai Selvi Nadar

Head, Department of B.M.S

*Usha Mukundan*  
Dr. Usha Mukundan  
Principal



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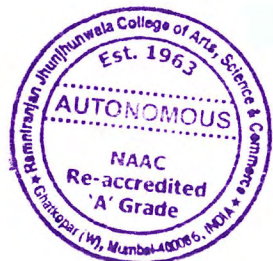
This is to certify that **Mr./Ms BAYBANDE KAPIL SUNIL VARSHA**  
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Ms. Kalai Selvi Nadar

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