



Learn Beyond

KPR Institute of Engineering and Technology

(Autonomous, NAAC "A")

Avinashi Road, Arasur, Coimbatore.

Phone: 0422-2635600

Web: kpriet.ac.in

Social: kpriet.ac.in/social

MI001

NBA Accredited

(CSE, ECE, EEE, MECH, CIVIL)

RESUME BUILDING-HOW TO CRAFT THE RESUME

Event No	MI001
Organizing Department	Mechatronics Engineering
Associate Dept. NSC	Mechatronics Engineering
Date	12/10/2023
Time	04:30 PM to 06:00 PM
Event Type	Workshop
Event Level	Dept. Level
Venue	First year MI Class room
Total Participants	68
Students - Internal	68

Related SDG



Involved Staffs

Sl	Name	Role
1	Kiruba Shankar R	Convenor

Outcome

Students are able to identify and comprehend the key components of a resume, including contact information, summary or objective, professional experience, education, skills, and additional sections.

Event Summary

Understanding Resume Components Students should be able to identify and comprehend the key components of a resume, including contact information, summary or objective, professional experience, education, skills, and additional sections. **Formatting Proficiency:** Develop skills in creating a well-structured and visually appealing resume. Understand the importance of consistency, legible fonts, and appropriate formatting. **Tailoring Resumes for Specific Jobs:** Gain the ability to customize resumes for different job applications. Understand the importance of aligning skills and experiences with specific job requirements. **Showcasing Achievements:** Learn how to highlight achievements and quantify results in the professional experience section, using action verbs to effectively communicate impact. **Effective Language and Keywords:** Understand the significance of using clear, concise language. Learn how to incorporate relevant keywords from job descriptions to enhance resume visibility in applicant tracking systems (ATS). **Professional Summary/Objective Writing:** Develop the skill to craft a compelling professional summary or objective that succinctly communicates career goals and value propositions. By the end of the session, students should feel more equipped to create a compelling and tailored resume that effectively communicates their qualifications to potential employer

Department of Mechatronics Engineering
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Avinashi Road, Arasur, Coimbatore – 641 407, Tamilnadu

Ref: KPRIET/MECTS/2023-24/19 11.10.2023

CIRCULAR

It's planned to conduct a program for First Year Mechatronics Engineering students after class hours. This program will provide opportunities for the student to develop their domain-specific knowledge and skills to achieve their career goals.

S. No.	Date & time (12.30 pm to 6.00 pm)	Program	Resource person (Faculty and Technical Assistant)	Venue
1	12.10.2023	Resume building-How to craft the resume.	Dr. R. Kiruba Shanker	First-year MI classroom
2	17.10.2023	Introduction To Automobile Engineering	Dr. Arpiti and Panwar Mr. M. Boopathy	EV & HV Laboratory
3	18.10.2023	Wheel balancing & Alignment	Dr. Arpiti and Panwar Mr. M. Boopathy	EV & HV Laboratory
4	19.10.2023	Basics of Robotics	Mr. A. Balaji Mr. S. Kathirvel	COE-Robotics and automation
5	25.10.2023	e-yamra (III Bombay)- Opportunities, Innovation challenges.	Dr. K. Saravanan Mr. S. Kathirvel	COE- Robotics and automation
6	26.10.2023	Mobile Robotics- International Robotics competition	Dr. K. Saravanan Mr. S. Kathirvel	COE-Robotics and automation

Mentor- 1st year-MI (Dr. C. Naveen)

HOD/MI (11/10/23)

Copy To:
1) The Principal
2) First Year HOD-Chemistry
3) First Year Chief mentor-MI

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