



MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)
An UGC Autonomous Institution, Approved by AICTE, New Delhi & Affiliated
to JNTUH, Hyderabad). Accredited by NAAC with 'A' Grade (II cycle)
Maisammaguda (H), Medchal-Malkajgiri District, Secunderabad,
Telangana State – 500100, www.mrec.ac.in

Training and Placement Cell

Vision

- Equipping the students with relevant and conceptualized professional skills and guiding them towards a bright future and career all around the world with the values of – Sincerity, Hard Work and commitment.

Mission

- To achieve 100% placement for students through dedication, attitude and complete involvement is our mission.
- We mold the students to meet the industry expectations in career building and in turn bring laurels to the parent institution.
- Guided by a set of rules and principles, strives to maintain good relationship with industries.

Training Objectives

1. Design & organize training programs to the students on strategically relevant competencies along with academics to make them industry ready
2. Provide necessary behavioral inputs thru structured program so that our students can take-up & overcome any challenges at work & personal front
3. Organize periodical review on effectiveness on the training programs and establish a process for continuous learning
4. Organize industry visits, expert sessions to update the knowledge on industrial recent trends.
5. Designing Technical training based on the company Recruitments.

Placement Objectives

- ❖ Visualize and get requirements, connect to the recruiting companies thru placement portal, Visits, Built and maintain good relations
- ❖ Integrate and interface with the industry continuously by organizing, coordinating frequent guest lectures, industry tours, and implant training and projects of industrial relevance to the students
- ❖ Provide expertise counseling to every aspirant student to define their career interests
- ❖ Setup and strengthen the network with Alumni
- ❖ Organize and coordinate campus placement program to fulfill the commitment of every aspirant
- ❖ Provision of expert counseling team to guide our students on career point of view. Provision of T&P staff coordinators to coordinate the placement activities.
- ❖ Expert trainers are available.
- ❖ Highly talented expert to conduct mock interview, Group Discussion and other Personality Development activities
- ❖ On-line and off-line Mode software to conduct mock test.
- ❖ Spacious conference hall to conduct the expert talk, soft skill workshop, personality development practical's and campus drive activities.
- ❖ In-house technical trainer to train on technical skills like Java, Dot Net, PHP, Software Testing, Oracle Auto CAD etc.

Mechanism (Placement Drive Flow)

- ❖ Organizations are invited to participate in the campus recruitment process
- ❖ The organization is required to communicate the detailed process requirements
- ❖ The organization is expected to deliver a Pre-Placement talk (PPT) prior to the Final Placement Process
- ❖ Process of recruitment will be started
- ❖ To make a job offer, the organization representative will have to fill-up the job offer form that will be made available on the campus
- ❖ A job offer must specify a) Position offered b) Remuneration c) Job description
- ❖ The representatives of the organization should have the authority to make the final job offers immediately after the interviews.
- ❖ For further queries and clarifications, the Organization can get in touch with the Student Representatives till the joining of candidate

Role and Responsibilities Training and Placement Cell

- ❖ Arrange off-campus and campus recruitment process.
- ❖ Separate cell has been established with one full time faculty
- ❖ Identifying high package companies
- ❖ Identifying core companies
- ❖ Corporate recruitments data update
- ❖ Keep interacting with corporate people
- ❖ Providing Guide-line to students to approach companies.
- ❖ Organizing training sessions on soft skill development.
- ❖ To invite prospective companies/ organizations to campus for recruitment.
- ❖ To arrange for various facilities required on the date of interview.
- ❖ To collect appointment letters and distribute them to selected students.
- ❖ To provide in-plant training at companies/ organizations.
- ❖ To achieve maximum possible placements for students.

On Campus Placement Drive Procedure

- ❖ Organizations are invited to participate in the campus recruitment process and are requested to intimate their participation through the Placement Participation Form attached with this brochure.
- ❖ The organization is required to communicate the detailed process requirements (number of selection rounds, panels, and process specific requirements) prior to the Placement process
- ❖ The organization is expected to deliver a Pre-Placement talk (PPT) prior to the Final Placement Process. This would provide an opportunity for both students and the organization to know each other better and clarify the doubts.
- ❖ Process of recruitment will be starts with Aptitude Test, Group Discussion, Technical Interview and followed by Personal interview will be arranged, this process followed as per the company procedure.
- ❖ To make a job offer, the organization representative will have to fill-up the job offer form that will be made available on the campus. An offer is considered valid only when this form, duly filled in by the representative, is handed over to the Placement Chairperson of the Institute
- ❖ The organization is requested not to communicate the offer to the candidate directly. A job offer must specify: a) Position offered b) Remuneration c) Job description
- ❖ The representatives of the organization should have the authority to make the final job offers immediately after the interviews

- ❖ The Institute shall host the representatives of the participating organizations and provide all necessary assistance to make their stay comfortable. The Placement Committee will be glad to arrange for the stay of the representatives at BCE. Guest House facility will be extended as required.
- ❖ For further queries and clarifications, the Organization can get in touch with the Student Representatives or T.P.O.

PLACEMENT POLICY AND GUIDELINES:

Guidelines for Student eligibility:

- ❖ All the students eligible for placements shall register with the Training & Placement Office (TPO) at the end of the 6th semester as per the profroma provide by T & P Department.
- ❖ All eligible students shall have minimum aggregate CGPA as defined by T & P Cell apart from satisfying the criteria specified by the recruiting organization/ company which may differ from company to company.
- ❖ A student with indiscipline case(s) will be disqualified from campus placement process
- ❖ Students must attend all the training programs conducted by the institute.
- ❖ Students aspiring to go for higher education either in INDIA or abroad or choose any other career options outside the TPO, shall share their intention in writing with the TPO before the commencement of 7th semester.
- ❖ In case of job fair , students should attend as per the instruction of TPO

Campus Placements Policy:

- ❖ All students who meet the criteria as mentioned in the eligibility criteria as mentioned above are eligible for recruitment.
- ❖ All students without a confirmed offer at the time of application have an equal opportunity to apply for any of the companies scheduled for their selection process.
- ❖ Student is placed in company, he/she is allowed to apply other company if salary package offering high.
- ❖ Students who are placed in a company, having a package below 3 Lakhs will be permitted to participate in placement drives only for those companies that are providing an annual package of 4 Lakhs and above.
- ❖ Students who are placed in a company, having a package between 3 Lakhs and 4 Lakhs will be permitted to participate in placement drives only for those

- companies that are providing an annual package of 5 Lakhs and above.
- ❖ Students who are placed in a company, having a package above 4 Lakhs will be permitted to participate in placement drives for companies that are providing an annual package of 5.5 Lakhs and above.
 - ❖ If any company offers a package of 7 LPA or higher, then all candidates whether placed or unplaced will be permitted to participate in the campus recruitment drive.
 - ❖ Students who have applied to more than one of these companies will be allowed to wait till all the results are announced for them to accept exactly one of these.
 - ❖ Internship offers with conditional confirmation into a confirmed placement at the end of the internship period is considered just an internship offer. Consequently the students with such offers are free to apply for other final placement opportunities. In case the company offering internship does convert it into a final confirmed offer, the student can choose between the conversion and the already secured final placement if any.
 - ❖ Students shall not request any organization to keep an offer pending. Any such request shall be considered as a serious breach of the placement norms.
 - ❖ They shall also not request their future employers to allow extension of deadline for communication of their decision regarding offers made by an organization. Such a job offer shall be treated as a final offer and the student are eligible for placement assistance, thereafter if he offered high package.
 - ❖ Selected students shall be obliged to honor the offer given by the organization/company to sustain the relationship of MREC with the companies. All the selected students shall give an undertaking to that effect as per a Performa.
 - ❖ Placed students either through TPO or otherwise (i.e. self) have to inform TPO for records.
 - ❖ Placement of any student is not a claim/right. Institute shall provide open platform to all the eligible students as per placement Guidelines.

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Remark: The policy is subjected to stage at a later stage at the discretion of the Training & Placement Cell. The Changes made, if any, at a later stage will be notified to all concerned.




Director/Principal
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