



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed to be University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209


Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com | Website : www.mgmuhs.com

Value Added Course

Professional Building and Interview Training


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Registrar
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
NAVI MUMBAI- 410 209


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Vice Chancellor
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
KAMOTHE, NAVI MUMBAI



MGM SCHOOL OF PHYSIOTHERAPY, AURANGABAD
MGM INSTITUTE OF HEALTH SCIENCE, NAVI MUMBAI

VALUE ADDED COURSE ON

PROFESSIONAL BUILDING AND INTERVIEW TRAINING



1

OBJECTIVE OF THIS COURSE TO UNDERSTAND PROCESS OF INTERVIEW AND TO GET PREPARED FOR THE SAME WITH THE UPGRADED EFFECTIVE RESUME .

2

LEARN TO CREATE JOB RESUME AND APPLICATION ON DIFFERENT SOCIAL PLATFORM AND TO PRESENT SELF ON SAME .



3

DURATION : 18 HOURS – 2 WEEKS .

4

END OF COURSE EVALUATION WILL BE ASSESSED THROUGH TEST AND PROJECT EVALUATION FOR 30 MARKS .

5

CERTIFICATE WILL BE PROVIDED AFTER COMPLETION OF 18 HOURS OF COURSEWORK, PROJECT AND FEEDBACK SUBMISSION .



COURSE COORDINATOR

FOR INQUIRIES EMAIL US AT

- DR.SATYAM BHODAJI
- DR.POOJA MOTAR

- mgmsop@themgmgroup.com



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MGM SCHOOL OF PHYSIOTHERAPY

MGM campus Aurangabad, Maharashtra – 410209

Value Added Course Title: **Profile building and interview training**

Course Duration : 18 hours – 2 weeks

Course Coordinator: Dr. Satyam Bhodaji & Dr. Pooja Motar

Course Instructors:

Course Learning Outcomes

At the end of the course, the candidate will be able to:

- CO 1 To create an effective resume and curricular vitae and to demonstrate create online profiles for job
- CO 2 To demonstrate behavioral skills and humanitarian approach while communicating on professional platform
- CO 3 To apply job applications on different social platforms and writing for email atticates
- CO 4 To gather information of work environment and preparation for the interview

Beneficiaries: undergraduate interns and postgraduate students



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Units	Topics	Hours
1	Resume preparation	1
2	creating online profile and Online application	1
3	Information gathering	1
4	Interview preparation	1
5	Discussion	1

Theory Total		5
Topics (Practical)		
1	Resume preparation	1:30
2	creating online profile and Online application	2
3	Information gathering	1:30
4	Interview preparation	1:30
5	Group discussion	1:30
6	Intra peer interview	2
7	Mock interview with expertise	3
Practical Total		13



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Examination Scheme

Sr. No.	Question	Marks
1	Multiple choice questions	10 marks
3	Practical skill evaluation (10 marks x 2)	10 marks
4	*Project evaluation	10 marks
Total		30 marks

*Project: in group discussion and individual activity ability to answer interview or questions

Course completion criteria:

1. Compulsory attendance of all sessions
2. Successful passing of course with more than 50% score
3. Submission of feedback on course