

GOVERNMENT OF ANDHRA PRADESH**OFFICE OF THE
DIRECTOR OF TECHNICAL EDUCATION
ANDHRA PRADESH :: MANGALAGI**

Cir.Memo.No:T4/1511/2022/Training & Placement-2025-26 17-07-2025

Sub:Technical Education – Training & Placement- Establishment of Placement Cell and Appointment of Training and Placement Officer at Polytechnic level-
Furnish the details - Regarding.

The very purpose of Polytechnic Education is to supply skilled man power to Industry at supervisory level. Keeping in view of Industry demand and to provide job opportunities to Diploma students, the Department of Technical Education adopted 3-tier approach on campus placement drives i.e. at central, cluster, and Polytechnic levels. During ACY 2024-25, a total of 8,651 out of 9,145 final year students of Government Polytechnics achieved placements, leading to a placements rate of 94.6%.

For the current academic Year 2025-26, all Polytechnics must continue to strive towards providing job opportunities to every final year Diploma student, aiming for a 100% placement target. In achieving this goal, Placement Cell at every Polytechnic need to be constituted.

The Placement Cell at institute level plays a crucial role in locating job opportunities for Diploma passing out students from the Polytechnic by keeping in touch with reputed firms and industrial establishments. It shall operate round the year to develop networking with companies and Alumni students for placement opportunities. Further the Placement cell shall organize career guidance programmes for the students and shall conduct Campus Recruitment Training(CRT), Mock Interviews, Group Discussions, etc. to enhance the skills for getting campus placement in Diploma final year.

- i. Constitution of Placement cell in each Polytechnic
 - a. Principal: Chairperson
 - b. Training and Placement Officer(TPO) : Convener
 - c. Heads of Sections : Members
- ii. The Placement cell shall plan and prepare the groundwork for conducting campus placement drives as scheduled in academic calendar, by contacting potential Industries/Organizations for recruitment of students.
- iii. Placement cell shall maintain the database of Industries relevant to the branches in the Polytechnic and be in continuous contact with H.Rs of Industries concerned for maximum recruitment in suitable job roles.
- iv. With the assistance of a faculty member from the respective branch, each Head of Section shall organize Campus Recruitment Training (CRT) classes for improvement of selections and to coordinate placement activities with the Training and Placement Officer (TPO) of Polytechnic.

In view of General Transfers 2025, the Placement cell of Polytechnic shall be constituted and the latest details of the Training and Placement Officers at institute level from all the Government/Aided Polytechnics are required to this office to co-ordinate and organize the Placement Drives, Job melas, Apprenticeship programmes, Industry-Institute interaction etc., at Polytechnic/Cluster/Central levels.

Hence, all Principals of Government/Aided Polytechnics are hereby requested to upload the signed copy of the proceedings regarding the constitution of the Placement Cell, along with the details of the staff member appointed as the Training and Placement Officer (TPO) at the institute level, in the link provided below, on or before 31-07-2025.

Link: <https://forms.gle/uYXLFabz85zHSqMC9>

Regional Joint Directors shall guide and monitor the Placement activities as per the academic calendar in all Polytechnics of their regions.

The receipt of this memo shall be acknowledged.

DIRECTOR

To,

- 1) Principals of Government/Aided Polytechnics for necessary action
- 2) RJDs of AU and SVU Regions for information and necessary action

Digitally signed by
GUMMALA GANESH KUMAR
Date: 17-07-2025 09:54:02