

GOVERNMENT OF ANDHRA PRADESH

**OFFICE OF THE
COMMISSIONER OF TECHNICAL EDUCATION
ANDHRA PRADESH:: VIJAYAWADA**

Circular Memo No: CTE/TPO/Circular/2022

Date: 09.02.2022

Sub: Technical Education - Training & Placement - Appointment of Training and Placement Officer at Institute level and furnish the details - Requested - Regarding.

This is to inform that the Placement Cell at institute level plays a crucial role in locating job opportunities for Diploma passing out students from the college by keeping in touch with reputed firms and industrial establishments. It shall operate round the year to facilitate contacts between companies and passed out students. Further It can organize career guidance programmes for all the students starting from first year and may arrange training programmes like Mock Interviews, Group Discussions, Communication Skills Workshop etc. to enhance the skills of the students there by getting a placement immediately after completing the Diploma.

In view of General Transfers 2021, the latest details of the Training and Placement Officers at institute level from all the Government and Private Polytechnics are required to this office to co-ordinate and organise the Placement Drives, Job melas, Apprenticeship programmes, Skill Development activities, Industry- Institute interaction etc., at Institute / District /Regional levels.

Hence, all the Principals of the Govt./Pvt Polytechnics under the control of this department are here with requested to furnish the details of staff member who is appointed as in-charge to look after the Training and Placement activities(TPO) at the institute level in the Google form placed as "Institute TPO Details" under "OTHER RELATED LINKS" in the department website <https://dteap.nic.in/> and also send the soft copy of the TPO order to tpocteap@gmail.com by **18-02-2022**, if the TPO is not yet appointed, appoint immediately and furnish the details.

Sd/-A.NIRAMAL KUMAR PRIYA
For COMMISSIONER

To:

The all the Principals of the Govt. / Pvt. Principals of the Polytechnics in the state

Copy to

The RJDTE, Kakinada & Tirupati for favour of information

Raminei U 09/02/22.
For COMMISSIONER
Ruo