



TRAINING & PLACEMENT OFFICE
B.I.T. SINDRI
DHANBAD – 828 123 (JHARKHAND)
(DEPT. OF SCIENCE & TECHNOLOGY, GOVT. OF JHARKHAND)

Job Response Form

Date: _____

ABOUT THE COMPANY

Name of the Company : _____
Form of Business Organization : _____
(Pvt., Public, Govt., Semi Govt. etc.)
Website / Other source of information : _____
Industry Sector : _____
[Core Engineering, I.T., Consulting, Manufacturing, Finance, Analytics, B.P.O., Others (please specify)]
Brief write up on Company : _____
(You can enclose company's brochure) _____

JOB PROFILE

Job Designation* : _____
Job Description : _____
Place of Posting* : _____

REMUNERATION DETAILS

Total Cost to Company* : _____
Gross Salary* : _____
Take Home Salary* : _____
Perks : _____
Accommodation Provided* : Yes / No
Bond or Service Contract* : Yes / No
If Yes, for how long? : _____, Bond Amount : _____
If a student breaches the contract, the compensation he/she will have to pay : _____
Number of Students you intend to recruit* : _____ (Range would be sufficient)

SELECTION PROCESS

Shortlist from Resumes : Yes / No
If Yes, please specify Criteria : _____
Aptitude Test : Yes / No Technical Test : Yes / No
Group Discussion : Yes / No
Personal Interview : Yes / No No. of Rounds of PI : _____

Eligible Departments and Programs :

B.Tech Course : Yes / No If **Yes**, then please mention branches from which you wish to recruit students

Electronics & Telecommunication	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	Mechanical	<input type="checkbox"/>
Computer Science	<input type="checkbox"/>	Information Technology	<input type="checkbox"/>	Chemical	<input type="checkbox"/>
Production	<input type="checkbox"/>	Civil	<input type="checkbox"/>	Metallurgy	<input type="checkbox"/>
Mining	<input type="checkbox"/>				

[Please put (✓) sign at the appropriate squares]

Will the results be declared before company delegates leave? () : Yes / No

LOGISTICS REQUIREMENT

No. of rooms simultaneously required for P.I. panel :

No. of delegates from the company visiting the campus :

CONTACT INFORMATION

Contact Person : Mr. / Ms. / Dr. _____

E-Mail Address : _____

Postal Address : _____

Designation : _____

Contact No. : _____, Fax No. : _____

Signature : _____ (not required if sent by e-mail)

Any other information you wish to tell us / know from us : _____

- **We have a strict one student-one job policy. Registration of students for a company will be governed by the information provided in this form. Please be as clear and detailed as possible.**
- **To present wholesome idea about the company please enclose company's literature such as Annual Report, House Journal, Product Catalog, DVD/VCDs etc for students' reference, along with company's HR policies regarding Growth Prospects and Skill Enhancement of students.**

The completed form may be sent by post or e-mail to the following address at the earliest:

Prof. S.C Dutta
Asst. Prof. Incharge
Training and Placement Officer
B.I.T. Sindri
P.O. Sindri Institute
Dhanbad - 828123 (Jharkhand)

Phone: 0326-2251587 (O)
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