



DIRECTORATE OF TECHNICAL EDUCATION AND TRAINING; ODISHA, CUTTACK

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No. 11Misc-13/2018 5630 / Date: 23.3.19

From:

Sri A.K Ray
Deputy Director(S&B),
DTE&T, Odisha, Cuttack.

To

The Principals
All Government Engineering Schools/ Polytechnics.

Sub: Soft Skill Training as Preplacement Training for the final year students of your Institute by CTTC,Odisha.

Sir/Madam,

With reference to the subject cited above, I am directed to say that CTTC, Bhubaneswar a pioneer Institute for the skill development training has designed a soft skill course aimed at impairing the necessary soft skill training for the final year students in polytechnics. The major topics to be covered in the soft skill training are mock group discussions session, mock interviews, listening skill, communication skill both verbal and non-verbal, interactive class session etc. The total duration of the course is for 36 hours i.e 3 hrs per day and their charges for conducting the pre-placement training course shall be Rs.1600.00 per student. As approved, 50 % of the course fee i.e Rs.800.00 per student will be borne by DTE&T, Odisha and rest Rs.800.00 (rupees eight hundred only) will be paid by the student.

In this regard CTTC, Bhubaneswar has already taken up the program from 07.01.2019 to 17.02.2019 in BOSE, Cuttack with much positive response from the students. Therefore you are requested to send us the confirm list of final year students (minimum 40 participants in a batch) who are interested to take up the course by 05.04.19 for further necessary action at our end.

Yours faithfully,


Deputy Director (S&B)