

*“Dissemination of Education for Knowledge, Science and Culture”*

*- Shikshanmaharshi Dr. Bapuji Salunkhe*

Shri Swami Vivekanand Shikshan Sanstha's

**Vivekanand College, Kolhapur (Autonomous)**

**Full Report on**

**“Campus Drive”**

**Of**

**SACHIN SUPERSPECIALITY CLINIC, KOLHAPUR**

**For**

**Arts, Science, Commerce & BBA Students**

organized by

*Training and Placement Cell and IQAC*

On

**13<sup>th</sup> January, 2020.**

By

**Dr. Milind M. Karanjkar**

*Training and Placement Officer,*

*Training and Placement Cell, Vivekanand College, Kolhapur*

*(Autonomous)*

Submitted to

**Internal Quality Assurance Cell (IQAC)**

*Vivekanand College, Kolhapur (Autonomous)*

**(2019 – 20)**

## ONE PAGE REPORT

### One Page Report

A Placement Drive was organized by the Placement Cell and IQAC in collaboration with SACHIN SUPERSPECIALITY Clinic Kolhapur on 13/1/2020 for the urgent job openings of Front Desk Manager for fresher's of B.A, B.Com, BCA, B.Sc, M.Sc, M.Com. with salary of 1 Lack to 120000 per annum.

Placement Drive started with an orientation lecture followed by the interviews. Detail information about Job Description and Job Specification was provided by the recruiting authorities to the students present. Different queries regarding Job Description were been solved which were asked by the students. Personal Interviews were conducted for selection of the students. Accordingly students were shortlisted for the second round.

Total 49 students participated in the placement drive including 9 Boys and 40 Girls. From which total 5 students were selected for second round which was to be conducted at the employer's location.

Placement drive was successfully conducted under the expert guidance of different authorities including Dr S.Y. Hongekar Principal, Vivekanand College, Kolhapur(Autonomus), Dr. Shruti Joshi IQAC Co-Ordinator VCK, Dr. Milind M. Karanjkar TPO VCK and other respected members of placement cell.

#### **Outcome of the Program:**

Placement drive provided students with an opportunity to face interviews and understand their potential as a result of it 5 students got selected for the second round.



  
Dr. Milind M. Karanjkar  
Placement Officer  
Placement cell,  
Vivekanand College,  
Kolhapur-416 003

## **NAMES OF THE STUDENTS SELECT FOR SECOND ROUND**

<b>Sr.No.</b>	<b>Name of Students</b>	<b>Faculty</b>
<b>1</b>	<b>Miss. Harshal Shinde</b>	<b>BBA I</b>
<b>2</b>	<b>Miss Pranoti Khot</b>	<b>BBA I</b>
<b>3</b>	<b>Miss Vedika Kadam</b>	<b>B.Sc. III</b>
<b>4</b>	<b>Miss Vedanti Patil</b>	<b>B.Sc. III</b>
<b>5</b>	<b>Mr. Vishwavijay Khude</b>	<b>BA I</b>

## LETTER FROM SACHIN SUPERSPECIALITY CLINIC



SUNSHINE CARDIAC CENTRE LLP

ISO CERTIFIED HOSPITAL  
ISO 9001-2015

# SACHIN SUPERSPECIALITY CLINIC

The Icon, 2nd Floor, Rajarampuri 6th Lane, Near Shri Ram Highschool, Kolhapur - 416008.  
Ph. No. : 7350302525, 7350802525, 0231-2532525 E-mail: sachinsuperspecialityclinic@gmail.com

DATE : 18<sup>TH</sup> DECEMBER, 2019

TO,  
VIVEKANAND COLLEGE,  
KOLHAPUR.

SUBJECT : LETTER FOR RECRUITMENT

Respected Sir/Madam,

We are pleased to inform you that our hospital is offering placements for efficient graduates from your college. We offer different positions for freshers based on their skills. We want to discuss the schedule of the interview & terms and conditions of the placements. For further details please reach us at EMAIL ID [-sachinsuperspecialityclinic@gmail.com](mailto:-sachinsuperspecialityclinic@gmail.com) or contact to management head Dr. Vikas Bamane on 9545416161.

We look forward to your confirmation.

Thanking you.



DR. VIKAS BAMANE  
MANAGEMENT HEAD

To -  
Dr. M. M. Karve's Karve  
18/12/19



ANGIOGRAPHY | ANGIOPLASTY | CARDIOLOGY | PACEMAKER | CRITICAL CARE  
GENERAL MEDICINE | GENERAL SURGERY | NEPHROLOGY | DIALYSIS  
NEUROLOGY | DERMATOLOGY | COSMETOLOGY | HAIR TRANSPLANT SURGERY

ALL CASHLESS FACILITY

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## JOB DISCRIPTION



SUNSHINE CARDIAC CENTRE LLP

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Ph. No. : 7350302525, 7350802525, 0231-2532525 E-mail: sachinsuperspecialityclinic@gmail.com

Date : 2<sup>nd</sup> January 2020

To,  
VIVEKANAND COLLEGE  
Kolhapur.

**Urgent requirement** : Post For Front Desk Manager


**Location** : Sachin Superspeciality Clinic, Kolhapur.


**Experience** : Fresher

**Salary** : 1,00,000 to 1,20,000 / Annum

**Job Responsibilities** :

- Greet patients & visitors to the practice.
- Practice & cancel appointments procedures ensuing optimum efficiency of the appointment system.
- Ensure computerized appointment system is up to date.
- Set up of new patients onto the computer system.
- Advise patients of relevant charges for private services, accept payment and issue receipts for same.
- Ensure correspondence, reports, results etc filed electronically in correct patient record.
- Ensure reception & waiting areas are kept neat & tidy.
- Answering incoming telephone calls, ensuring calls are documented and redirected accordingly.
- Ensure up to date maintenance of both computerized and manual filling systems.
- Work safely at all times in accordance with legislative requirements and practice policy & procedures.
- Equipment, machinery & systems documented, fax and photocopying machines work.
- The post holder is required to use her/his own initiative when dealing with problems and to make any reasonable decisions on events as they occur.
- Physical, Mental, Emotional and Environmental demands of the job.
- Knowledge, training and experience required to do the job.

  
MISS. SMITA DIWASE (Cont. No. 7745875557)  
(HUMAN RESOUŠE)

THANK YOU  
  
DR. VIKAS BAMANE  
(MANAGEMENT HEAD)



ANGIOGRAPHY | ANGIOPLASTY | CARDIOLOGY | PACEMAKER | CRITICAL CARE  
GENERAL MEDICINE | GENERAL SURGERY | NEPHROLOGY | DIALYSIS

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## PERMISSION LETTER

Dr. Milind Manohar Karanjkar  
Training & Placement Officer,  
Vivekanand College, Kolhapur.  
Date: 7/01/2020

To,  
The Principal,  
Vivekanand College Kolhapur, (Autonomous)

**Subject:** Permission to organize a "Campus Interview"

Respected Sir,

As per the subject cited above, the Placement Cell is going to organize Campus Interview for the students of Arts, Commerce BBA & Science. Representatives from **SACHIN SUPERSPECIALITY CLINIC**; Kolhapur will be coming for the said campus drive on **13 January 2020 at 10:00 am to 4:30 pm.**


So, I request you to please give us the permission to arrange the same.

Thanking You,

Yours Sincerely,

  
Dr. Milind M. Karanjkar  
Placement Officer  
Placement cell,  
Vivekanand College,  
Kolhapur-416 003



Allowed  


## NOTICE TO THE STUDENTS

विवेकानंद कॉलेज, कोल्हापूर  
प्लेसमेंट सेल  
विद्यार्थ्यांना नोकरीची सुवर्णसंधी  
सूचना

No.NB/216/२०१८-१९ दिनांक :०९.०९.२०२०

सचिन मल्टीस्पेशलिटी हॉस्पिटल, कोल्हापूर व विवेकानंद कॉलेज, कोल्हापूर यांचेवतीने दिनांक १३.०९.२०२० रोजी महाविद्यालयात प्लेसमेंटचे आयोजन करणेत आलेले आहे. सदरच्या मुलाखतीसाठी बीए/बी कॉम/बीएस्सी/बीबीए/बीसीए/बीसीएस/एम एस्सी / एम कॉम मध्ये शिक्षण घेणारे सर्व वर्गातील विद्यार्थी पात्र आहेत. इच्छुकानांनी आपले नावे सकाळी १० ते ४.३० या वेळेत सिनिअर फिजिक्स लॅब. मध्ये श्री आर व्ही सदाफुले यांचेकडे नोंदवावीत.

प्लेसमेंट सेल (डॉ. एस. वाय. होनगेकर)

B.A.-III Pol. sci  
B.A.-III Hindi  
B.Com-III - I.M.  
B.A II (mar)  
BAI-Hist  
BAI-Eng.  
B.Com-I  
M.Sc.-I (Maths)  
B.Com-II - B-C.AIC  
BBA BBA-III, II

COLLEGE  
JUNE  
1984

## ATTENDANCE OF THE STUDENTS

Sr.No.	Name of Student	Class	Phone No.
1)	Shubham Laxman More.	BSc-II	7058113091
2)	Vaibhav Sadasiv Padaval	BSc. II	8600670433
3)	Omkar Devadas Bonasavade	BSc-II	9195758597
4)	Rohit Manohar Mali	B.Sc. - II	9172443042
5)	Susen Livis Josef	B.Sc II	9022784275
6)	Neha Shankar Lohar	B.Sc-II	7776940017
7)	Tejal Eknath Mangal.	D.M.L.T.	9860574320
8)	Tejswini Eknath Mangal.	B.Com-III	782080459
9)	Viki Namdev Chougale	B.Y. B.A.	9545401416
10)	Apeksha Yashavant Gaikwad.	S.Y. B.Sc.	7447282003 <del>7057</del>
11)	Dhanashei Keushndt Benade.	S.Y. B.Sc.	7447282003
12)	Pradnya Bhikaji Patil	S.Y. B.Sc.	9112840857
13)	Sheadha Shankar Gaikwad	S.Y. B.Sc	9623678344
14)	Rutuja Bajirao More	S.Y. B.Sc	7066120581
15)	Surya Balu Adkustkar	S.Y. B.Sc	7038247815
16)	Gouri Ravindra Chougale.	<del>B.A. III</del>	9158189003
17)	Sanket Prakash Patil.	BA II	9503132976
18)	Pratiksha Sadanand Sadalge.	B.Sc-III	7741046951
19)	Tropti Sanjay Patil	B.S.C III	9657313813
20)	Anuja Sunil Chougale	B.S.C-III	9764607696
21)	Namrata Ajit Khat	B.S.C-III	9822166437
22)	Rutika B. Gangadhare	B.Sc III	9161735829
23)	Misba Ilyas Momin.	BSc-III	9607681396
24)	Bhagyashri Machindra Kamble.	B.S.C III	9130023545
25)	Rohit Shamrao Patil	BBA-III	9190894544
26)	Kishori Prakash Methu	B.Sc. II	7498595458
27)	Rutuja Ramchandra Mudekar	B.Sc. II	9373131153
28)	Rutuja Laxman Nait	B.Sc. II	8956128386
29)	Pratiksha Sanjay Mane	B.Com III	9579658878
30)	Pooja Shamrao Nale	B.Com III	7083389954
31)	Shivani Balasa mahatwade	B.com III	9075493385



Sr. NO	Name of students	CLASS	PHONE NO.
32	Sanjeevani Deelip Jadhav	B.com I	9404284829
33	Deryani Suryaji Desai	B.A. II	9309949127
34	Shweta Suresh Kondekar	B.com III	9767035264
35	shruti Babasaheb shinde	M.Sc. I	7972949047
36	Madhavi Padawal	M.Sc. I.	702083649
37	Nikita keshav Patil	M.Sc. I	7972748771
38	Tejal Yashwant Patil	M.Sc. - I	9822674329
39	Manasi Jadhav	M.Sc. I	8806876266
40	Reshma halwadar	Msc - I	9309911093
41	Vishwavijay khude	B.A. - I	7722034042
42	Pranoti khot	B.B.A. - I	9657674246
43	Patil Dhanashree	M.Sc. - II	9284895462
44	Sutar Asha Sanjay	M.Sc. I	7447235531
45	Pradnya Amaz kondikar	DMLT	9579907375
46	Rohit Madhukar Patil	B.A. I	7498102219
47	Prathmesh Subhash Hukwar	B.A. I	7798491028
48	Harshal Shinde	B.B.A. I	7264083940.
49	Arjun Umesh peetle	D.M.L.T	7385598206



## RECRUITMENT LETTER



SUNSHINE CARDIAC CENTRE LLP

# SACHIN SUPERSPECIALITY CLINIC

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ISO CERTIFIED HOSPITAL  
ISO 9001-2015

19 - 20

DATE : 22<sup>nd</sup> January 2020

TO,  
PLACEMENT DEPARTMENT  
VIVEKANAND COLLEGE  
KOLHAPUR.

SUBJECT : RECRUITMENT LETTER

Respected Sir,

With the respect of our placement, as we taken interview on 13<sup>th</sup> JANUARY, 2020.

We taken 5 out of that we have shortlisted below candidates.

We would like to invite them for 2<sup>nd</sup> round of interview.

NAME OF THE CANDIDATE	EDUCATION
MISS. HARSHAL SHINDE	BBA FIRST YEAR
MISS. PRANOTI KHOT	BBA FIRST YEAR
MISS. VEDIKA KADAM	BSC THIRD YEAR
MISS. VEDANTI PATIL	BSC THIRD YEAR
MR. VISHWAVIJAY KHUDE	BA FIRST YEAR

### SECOND ROUND INTERVIEW -

ON - 1<sup>ST</sup> FEB 2020  
AT - 11.30 AM

THANK YOU

MISS. SIMPA DIWASE  
(HUMAN RESOURCE)

DR. VIKAS BAMANE  
(MANAGEMENT HEAD)



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**THANK YOU**