



OnCampus Internship Season 2020-21

Centre for Career Development, IIT Guwahati

Brief



About CCD



Resume Building



The Journey



Rules & Policies



Industrial Internships



Contact details

About CCD

Centre for Career Development (CCD) handles all aspects of **Campus Placements** for graduating students & **Internships** for pre-final year students pursuing bachelors degree. CCD is well equipped with the infrastructure to support each and every stage of these processes, be it online or offline. Our team and staff members assist in arranging pre-recruitment talks, written tests, group discussions, Interviews, etc as per requirements of the organisation.



The Journey in Brief

Internship Journey



Registration on the Portal



Document Submission
& Verification on the
Portal

- Resume/CV
- Latest Transcript



Apply in companies
through portal



Shortlisting



Online Tests
Group Discussions



Personal Interviews

- Technical
- HR

Industrial Internships at IIT Guwahati

Sectors

IT

- Software Developer
- Front-End Developer

Core

- Operations
- Process Improvisations
- Field Engineering
- R&D

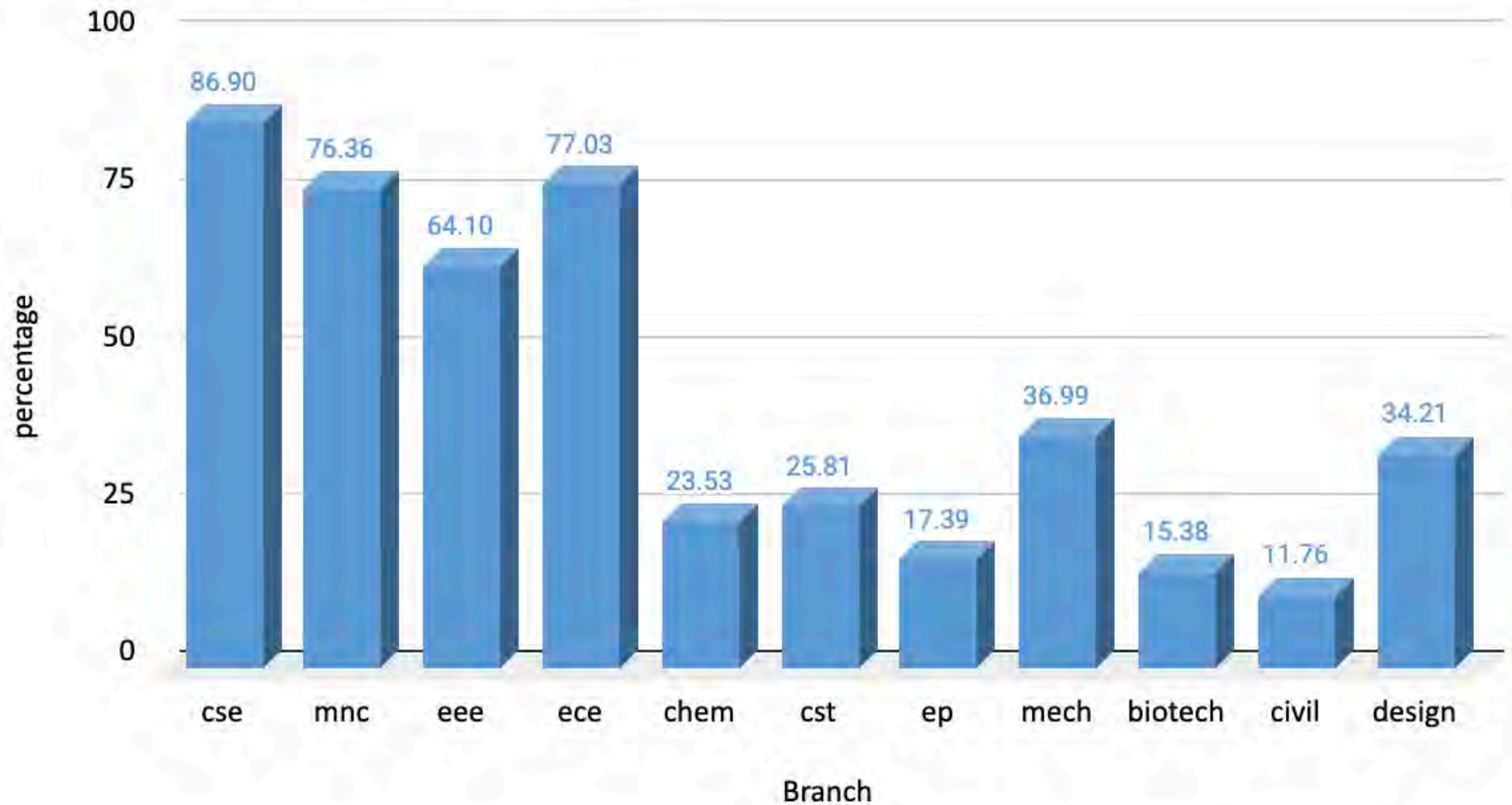
Non-Core

- Finance
- Consulting
- Analytics
- Business Development
- Marketing

Design

- UI/UX
- Product
- Visual

Internship statistics 2019-20





Resume Building



What does a Resume Consist?

General Information

- Name
- Contact Number
- Email Id
- Webmail Id
- Linkedin/Portfolio Id

Academic Information

- Previous Education
- Experiences
- Publication (If any)
- Projects
- Technical Skills
- Relevant Courses
- PORs
- Achievements

Extra-curricular Activities

Sports

Dramatics

Concise

Authentic

Specific

Ideal Resume

Straight Forward

Prioritized

Simple

Rules & Policies

- Policies regarding slot offer and result declaration
- Application Procedure for Students
- Disciplinary Policies
- Pre-Placement Offer (PPO) policy

How does a Slot work?

A slot may span over multiple days and will have multiple Companies. Lets take a look at the following example:

Lets say, Slot 1 has these four companies



Google



Facebook







linkedin





Instagram

Note: The companies taken into consideration are just examples

Aditya is appearing for Slot 1 and has set the following preference order

<div>1</div> <div></div> <div>Instagram</div>	<div>2</div> <div></div> <div>Google</div>	<div>3</div> <div></div> <div>Facebook</div>	<div>4</div> <div></div> <div>linkedin</div>
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Aditya gets selected in these two companies after the final round

<div></div> <div>Facebook</div>	<div></div> <div>linkedin</div>
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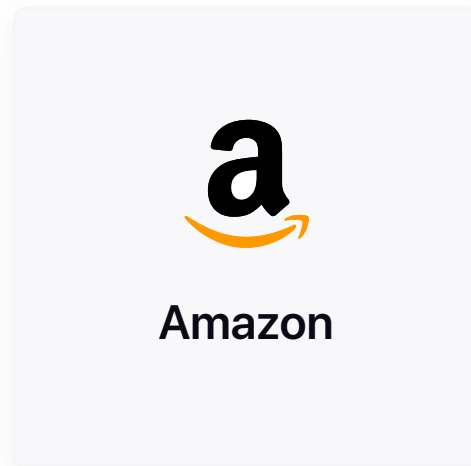


Facebook

**Aditya receives Internship Offer from Facebook as
it was ahead of linkedin in the preference order.**

How does a Spot work?

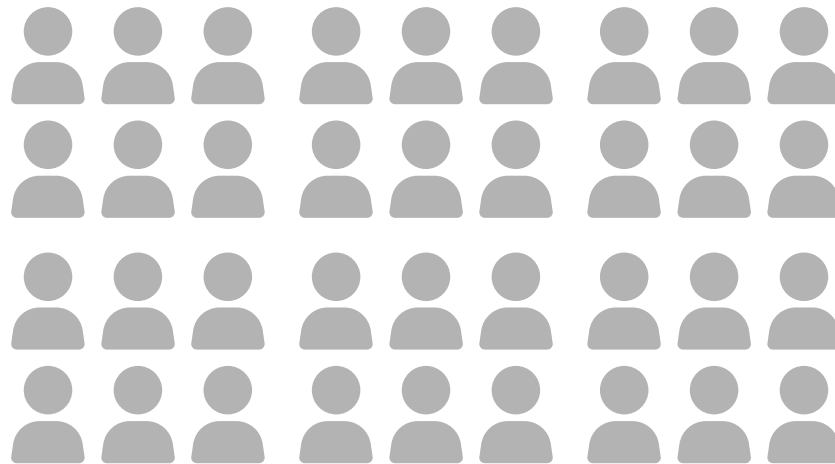
A Company recruits students from a pool of Applicants.



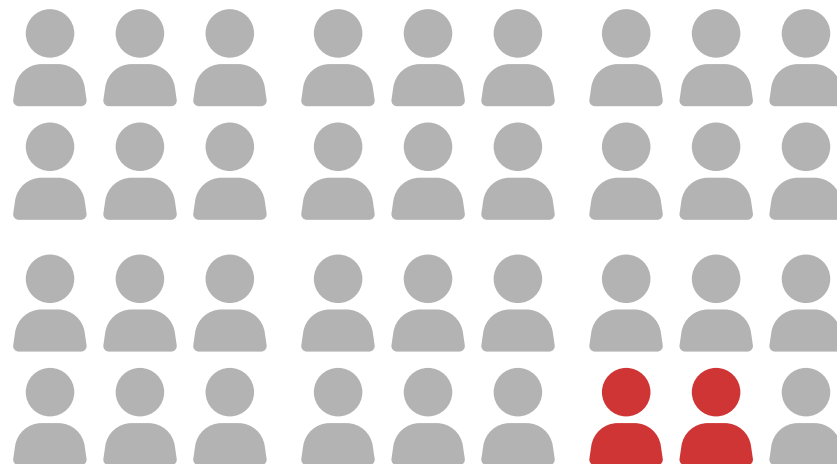
Amazon has come in Spot Offer and has defined a cut off and Departments which can apply.

Note: The companies taken into consideration are just examples

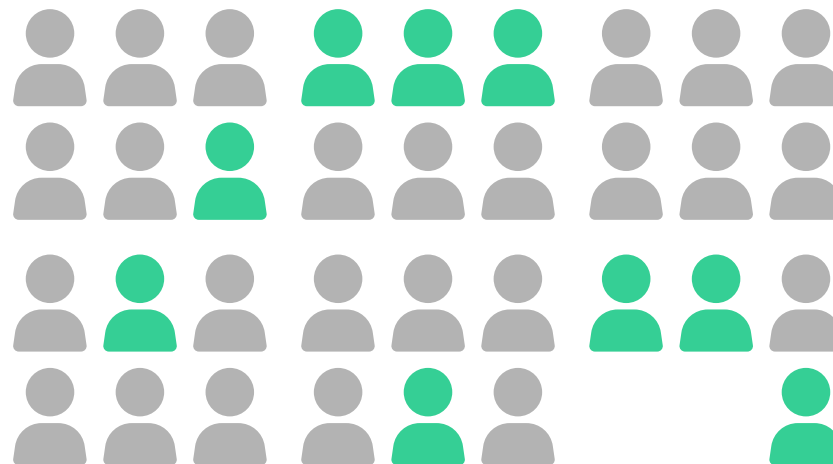
36 students apply for
Amazon



**Students found to have discrepancy in the provided
information will face disciplinary action**



9 Students are selected for the Personal Interview round*



* Note: Companies decide the selection process. They might take personal interviews, group discussions; etc.

After the successive rounds of interview, Amazon offers
internship to 3 students.



These selected students won't be allowed to participate further in the internship selection process of other companies in the spot .



Instagram



Google



Facebook



linkedin

Industrial vs Academic Internships

Centre of Career Development is not responsible for Academic Internships. However if students are willing to go for it they are Requested to inform us about their priorities.

1



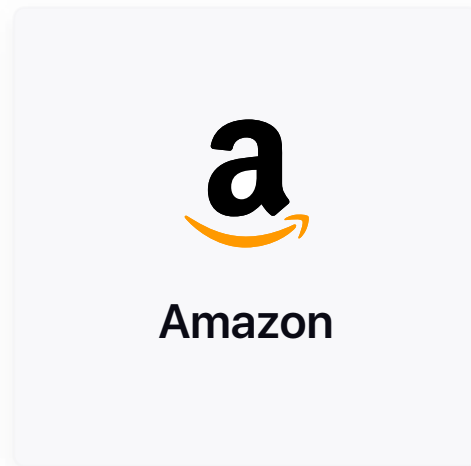
Industrial

2

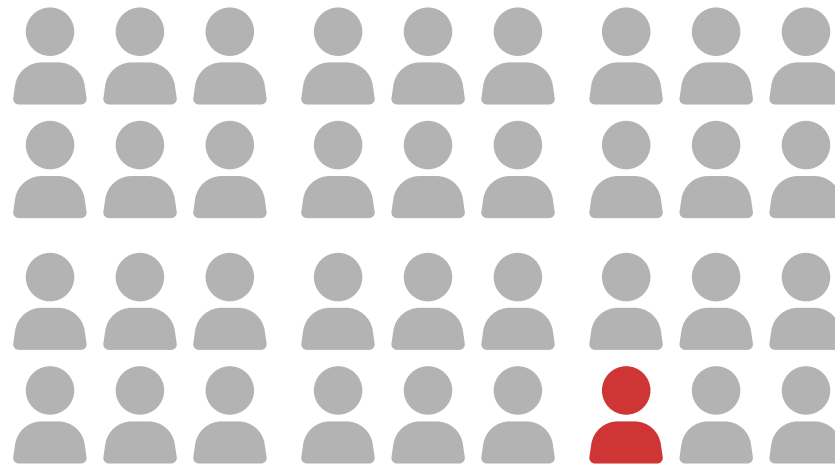


Academic

For example, Aditya puts up Industrial Internships as a higher priority but is still applying Academic Internship



He gets selected by Amazon after the selection process but himself rejects the offer because he now wants to pursue an Academic Internship in a University.



According to the Policy Aditya will now be considered as a Internship defaulter and can face strict actions such as such as debarring him for few days from the campus placement session

Industrial vs Academic Internships (Scenario 2)

Centre of Career Development is not responsible for Academic Internships. However if students are willing to go for it they are Requested to inform us about their priorities.

1



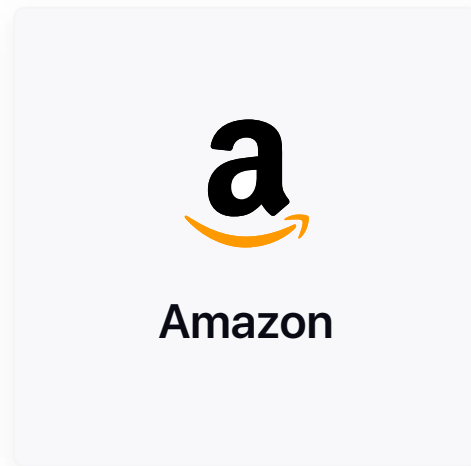
Academic

2



Industrial

Aditya has placed Academic Internship as his preference but is also applying for Industrial ones.



Company gets informed regarding the priority that he states. Companies prioritize students who have Industrial Internship as their first choice.

Go through the policy

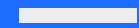
To reduce the chances of issues later its advised that all students should properly go through the policy and post questions in the google form provided if any.

Link to the Internship Policy: <https://drive.google.com/file/d/1PVMIER4rqPHbAgken8Dpj1UExEN9RsLS/view>

Other Important links

Resume Builder: <http://nitish.site/resume-generator/>

CCD Website link: <https://www.iitg.ac.in/ccd/>



Contact details

For any queries you can contact the current Placement team

Placement team 2020-21

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