



# Application for Post of PPM Coordinator Saarang- 2018



<b>Name:</b>	<b>Nick:</b>
<b>Roll No:</b>	<b>Hostel:</b>
<b>Email:</b>	<b>Room No:</b>
<b>Department:</b>	<b>Contact No:</b>

**General Instruction:** Meet Saarang 2017 PPM coordinators for inputs. Limit the application to 10 pages and use font size as 12.

**Questions:**

- 1) What are the changes you would like to see in Saarang 2018 compared to its previous editions?
- 2) List out the duties of PPM coordinator along with feasible timeline. What are the new initiatives you would like to implement in PPM department?
- 3) What were the drawbacks of Saarang 2018 PPM team? Come up with feasible solutions.
- 4) Prepare a list of vendors (at least 6) from whom we can buy mementos.
- 5) Check the feasibility of E-certificates and find fool proof method for checking their misuse.
- 6) Come up with a strategy to improve coordination with events team.
- 7) Come up with a plan for distribution of sponsorship goodies.
- 8) Why do you want to be a Saarang coordinator and why do you think you are right for this post?