



GOVERNMENT OF KARNATAKA  
DEPARTMENT OF COLLEGIATE AND TECHNICAL EDUCATION



**KARNATAKA (GOVT.) POLYTECHNIC, MANGALURU**

Kadri Hills, Mangaluru– 575004, Dakshina Kannada, Karnataka

**Training & Placement Cell**

Standard Terms and Conditions for Recruiting Companies

We are delighted to invite your esteemed organization to participate in the campus placement drive at **Karnataka (Govt.) Polytechnic, Mangalore**. In order to ensure a smooth, transparent, and mutually beneficial recruitment process, the following terms and conditions are to be observed by all visiting companies:

1. **Pre-Placement Interaction (PPI):** All details regarding training, job profile, pay scale, bond (if any), and policies must be clearly presented during the PPI to avoid any ambiguity.
2. **Official Communication Channel:** All communication related to placement must be routed exclusively through the Placement Cell. Direct communication with students is not encouraged.
3. **Declaration of Results:** The list of selected students should be declared on the same day or within a week of the interview.
4. **Offer Letters:** Offer letters should be sent directly to the Placement Officer. The Placement Cell will distribute them to the students to maintain our “One Student – One Job” policy.
5. **Post-Joining Responsibility:** Once students join, they are governed by company rules and regulations. The institution will not interfere in company matters.
6. **Feedback and Collaboration:** Feedback on student performance is appreciated and helps enhance future training.
7. **Placement Policy:** Once a student is selected and offered a job, they will not be allowed to participate in further drives unless the offer exceeds ₹6 LPA.
8. **Recruitment Process Integrity:** Companies must adhere to the agreed schedule and process, avoiding any off-campus or informal recruitment activity.
9. **Communication Protocol:** All placement-related information must go through the Placement Cell. Direct student contact is discouraged.

**ಕರ್ನಾಟಕ (ಸರ್ಕಾರಿ) ಪಾಲಿಟೆಕ್ನಿಕ್, ಮಂಗಳೂರು**

ಕದ್ರಿ ಹಿಲ್ಸ್, ಮಂಗಳೂರು - 575004, ದಕ್ಷಿಣ ಕನ್ನಡ, ಕರ್ನಾಟಕ

E-Mail: [kptmng@gmail.com](mailto:kptmng@gmail.com), [kptplacements@gmail.com](mailto:kptplacements@gmail.com)



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10. **Timely Information Sharing:** Selected candidate lists should reach the Placement Cell within a week of recruitment.
11. **Clarity on Job Terms:** Job details such as location, salary, bond, and company policies should be clearly explained during PPI.
12. **Student Accountability:** If a student leaves employment without notice, the institute is not responsible for such actions.
13. **Post-Placement Feedback:** Companies are encouraged to share performance reports and suggestions for future training improvements.
14. **Institutional Legacy:** Karnataka (Govt.) Polytechnic, Mangalore, with over 75 years of excellence, values strong, transparent, and long-term industry relationships.

We sincerely appreciate your cooperation and partnership in upholding the integrity and values of our placement process. Together, we can strengthen the bridge between education and employment.

**Training & Placement Officer**

Karnataka (Govt.) Polytechnic, Mangalore

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ಕದ್ರಿ ಹಿಲ್ಸ್, ಮಂಗಳೂರು - 575004, ದಕ್ಷಿಣ ಕನ್ನಡ, ಕರ್ನಾಟಕ

E-Mail: [kptmng@gmail.com](mailto:kptmng@gmail.com), [kptplacements@gmail.com](mailto:kptplacements@gmail.com)