

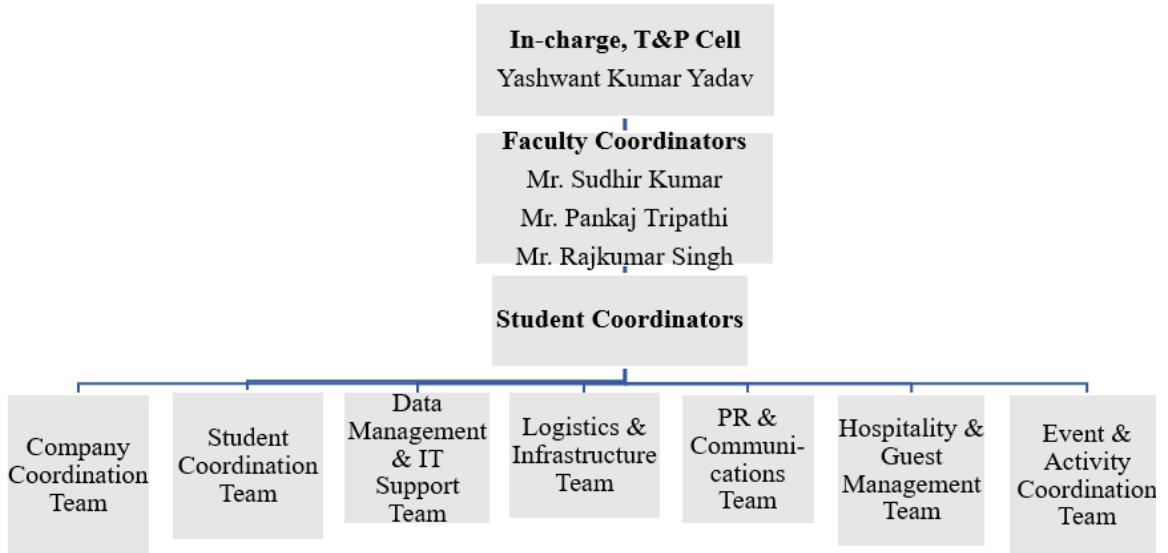
भारत रत्न सरदार वल्लभ भाई पटेल
राजकीय इंजीनियरिंग कॉलेज बस्ती

**BHARAT RATNA SARDAR VALLABH BHAI PATEL
RAJKIYA ENGINEERING COLLEGE BASTI**

बांसी रोड, बस्ती (उ० प्र०), पिन- 272002

OFFICE OF TRAINING & PLACEMENT CELL

Team Hierarchy Chart



Yashwant

BHARAT RATNA SARDAR VALLABHBHAI PATEL RAJKIYA ENGINEERING COLLEGE BASTI

TRAINING & PLACEMENT CELL

Dated: 25.09.2025

Appointing student placement volunteers is an initiative to ensure the smooth and efficient functioning of the Training and Placement (T&P) Cell. To utilize these volunteers effectively, their roles and responsibilities are strategically divided across various functional areas, ensuring optimal coordination, communication, and execution of placement activities.

Following a rigorous selection process, the students listed below have been appointed as *Student Placement Volunteers* by the Training & Placement Cell. Their respective responsibilities are outlined in the table below. These volunteers will report directly to the T&P Cell in-charge or designated faculty coordinators.

S. No.	Functional Teams	Student Volunteers	Branch/Year
1.	Company Coordination Team (4 Volunteers) Responsibilities: * Act as the point of contact for visiting companies. * Coordinate pre-placement talks, interviews, and tests. * Help companies with logistics like interview room setup, refreshments, etc. * Collect company profiles, job descriptions, and recruitment procedures.	Aman Shukla (<i>Team Lead</i>) Satyam Yadav Nikesh Maurya Priyanshu Srivastava	EC/3 rd CSE/3 rd CSE/2 nd EC/2 nd
2.	Student Coordination Team (4 Volunteers) Responsibilities: * Communicate placement schedules and updates to students. * Help resolve student queries related to company eligibility, test patterns, etc. * Assist in collecting and maintaining student resumes and other documents.	Parth Gupta (<i>Team Lead</i>) Uday Pratap Singh Maneesh Kumar Priya Sahoo	CSE/3 rd EE/3 rd CE/3 rd EC/3 rd

Yadav

	* Ensure timely attendance and discipline among students during drives.		
3.	Data Management & IT Support Team (3 Volunteers) Responsibilities: * Maintain student database (eligibility, branch-wise lists, scores, resumes). * Support with online test platforms or placement portals. * Handle projector setups, internet requirements, and other tech logistics. * Backup and secure placement data and analytics.	Anurag Maurya (<i>Team Lead</i>) Mohit Kr. Rajput Zia Parveen	EC/3 rd CSE/2 nd EC/2 nd
4.	Logistics & Infrastructure Team (3 Volunteers) Responsibilities: * Arrange seating, power supply, and internet for companies. * Ensure interview rooms, seminar halls, GD rooms, etc., are clean and ready. * Handle visitor registration, name tags, and access control. * Set up signage and direction boards during placement days.	Gaurav Pratap (<i>Team Lead</i>) Rishu Raj Pawan Prajapati	CSE/2 nd CE/2 nd EE/2 nd
5.	Public Relations & Communication Team (4 Volunteers) Responsibilities: * Draft official emails, circulars, and announcements. * Maintain LinkedIn, website, and placement social media updates. * Create brochures and promotional materials for the T&P Cell. * Assist in writing newsletters or reports about placement statistics.	Riya Mishra (<i>Team Lead</i>) Supriya Singh Akash Shukla Ashish Upadhyay	CSE/3 rd CSE/3 rd CSE/2 nd CSE/2 nd
6.	Hospitality & Guest Management Team (4 Volunteers) Responsibilities: * Welcome and assist company representatives. * Arrange refreshments, accommodation (if	Angad Maurya (<i>Team Lead</i>) Annu Yadav Shivani Tripathi Aayush Srivastava	CSE/3 rd CSE/2 nd CSE/2 nd CSE/2 nd

Yashwanth

	needed), and travel logistics. * Provide assistance throughout the visit and take feedback.		
7.	Event & Activity Coordination Team (3 Volunteers) Responsibilities: * Organize mock interviews, aptitude training, group discussions. * Conduct resume-building and soft skills workshops. * Coordinate alumni interactions and career guidance sessions. * Ensure smooth execution of placement-related events.	Vanshika Pandey (<i>Team Lead</i>) Archita Gupta Akash Rajput	CSE/3 rd CSE/3 rd EC/2 nd



Additional Duties Across Teams

- * **Documentation:** Maintain records of placement drives and feedback.
- * **Reporting:** Submit daily/weekly status updates to T&P Cell In-charge.
- * **Feedback Collection:** From both students and recruiters for future improvement.
- * **Emergency Response:** Be available on-call during placement drives for quick fixes.

Yashwant

(In-charge Training & Placement Cell)