

S. S.E. S. Amravati's Science College, Congress Nagar, Nagpur

NOTICE

Dt: 02 /04/2022

All the Non teaching staff members are hereby informed that department of chemistry is going to organize **Soft Skill Training Workshop For Non-Teaching Staff** on **6th April 2022 to 8th April 2022** . All are informed to attend this workshop.



Dr. R.U.Khope

HOD
Science College Nagpur
Professor & Head
Department of Chemistry,
Shri Shivaji Science College
Congress Nagar, Nagpur

Shri Shivaji Education Society Amravati's
SCIENCE COLLEGE, CONGRESS NAGAR, NAGPUR

Organized

"Soft Skill Training Workshop For Non-Teaching Staff"

Trainer

Dr. Rashmi Gupta

Date: 6th April 2022 to 8th April 2022

Report

The importance of soft skills in the professional environment cannot be overstated, especially for non-teaching staff members who play a crucial role in the smooth functioning of educational institutions. To enhance these skills among our non-teaching staff, a dedicated workshop was organized by Department of Chemistry and IQAC of college,organised ***Soft Skill Training Workshop For Non-Teaching Staff"*** on the **6th April 2022 to 8th April 2022**.

This event aimed at equipping the participants with essential interpersonal and professional skills that would aid in improving their workplace interactions . The training session was conducted by, Mrs. Rashmi Gupta a renowned soft skills trainer. Her expertise in the field provided the participants with valuable insights and practical techniques to enhance their professional skills. The session was interactive, with various activities and discussions that engaged the participants and allowed them to practice new skills in real-time. The workshop saw the

participation of **45 non-teaching staff** members who were keen on enhancing their soft skills and contributing more effectively to the institution.

The second day session began with the speech, highlighting the importance of Soft skills in today's global market. She gave a brief introduction about the Soft skills or social skills (also called nontechnical skills) are those personal values and interpersonal skills that determine a person's ability to work well with others in a project team.


On third day, she briefly explained the purpose of Soft Skills which may include the following: • Communication skills • Listening skills • Presentation skills • Interpersonal skills • Team skills • Leadership skills • Etiquette • Cross-cultural skills • Language skills, etc. She stressed the need for developing soft skills which needs practice. These are acquired and experienced on the spot. It is a continuous learning process.

The training program came to an end with vote of thanks delivered by Mr. Zodape, the Office Superintendent. He expressed gratitude to the trainer, the organizing committee, and all the participants for their active involvement and enthusiasm.

Action Taken Report

The feedback from the participants was overwhelmingly positive. They expressed their satisfaction with the program, highlighting the relevance and applicability of the skills they learned. Many appreciated the interactive nature of the session and the practical tips provided by Dr. Rashmi Gupta. The workshop was deemed a success in meeting its objectives and in providing a valuable learning experience for the non-teaching staff.



 **GPS Map Camera**

Nagpur, Maharashtra, India

Government Medical Staff Quarters, C3/7, Ajni Medical Colony, Ajni, Nagpur, Maharashtra

440003, India

Lat 21.127866°

Long 79.081915°

Attendance of Non teaching staff in the Soft Skill Training Workshop

Shri Shivaji Education Society Amravati' s
SCIENCE COLLEGE, CONGRESS NAGAR, NAGPUR
 Non teaching staff Participated
 In Training Program
"Soft Skill Training Workshop For Non-Teaching Staff"
 6 April 2022 to 8th April 2022

Sr no	NAME	Signature
1	Rajendran. N. Patil	R. N. Patil
2	Shirham L. Tumbade	Shirham
3	Ashvini N. Sable	A.N. Sable
4	Hemanta M. Dhavale	H.M. Dhavale
5	A. W. Konde	A.W. Konde
6	Pratibha N. Patil	Pratibha
7	Pratibha K. Patil	Pratibha
8	Mas M. Chate	Mas
9	N. Dhizullu	N. Dhizullu
10	S. M. Patil	S. M. Patil
11	A. Patil	A. Patil
12	Kavita S. Malwadani	K.S. Malwadani
13	M. S. Patil (KSH)	M.S. Patil
14	S. Wadga	S. Wadga
15	T. V. More	T. V. More
16	Amit V. Sunde	Amit V. Sunde
17	Munesh Chitambar	Munesh
18	Mangesh D. Patil	Mangesh
19	J. Patil	J. Patil
20	S. Patil	S. Patil
21	R. Wadga	R. Wadga

Soft Skill Training Workshop For Non-Teaching
 6th April 2022 to 8th April 2022

22	Tarang Madhe	Tarang
23	Shinde S.R	S.R. Shinde
24	Sive N.R	N.R. Sive
25	Avinash Diwakar	Avinash
26	Amal Ingale	Amal
27	Yash Mohalle	Yash
28	Rahul Tadas	Rahul
29	Mahaj Mahajan	Mahajan
30	Sagar Wankhede	Sagar
31	Ajay Zale	Ajay
32	Rupali Gotmare	Rupali
33	Rohit Sikkalwar	Rohit
34	Sameer Ingale	Sameer
35	Mangesh Shingne	Mangesh
36	Muskan Kumbhare	Muskan
37	Nidhi Gupta.	Nidhi
38	Afreen Ansari	Afreen
39	Jani Faring.	Jani
40	Sayaj Haldar	Sayaj
41		
42	Ashok Bhoyar	Ashok
43	Amit Guinde	Amit
44	Amal Perteti	Amal
45	S.G. Tete	S.G. Tete

SSES Amt's Science College Congress Nagar Nagpur

Department of Chemistry

Training Program on 'Handling of Chemicals and Equipment in Laboratory

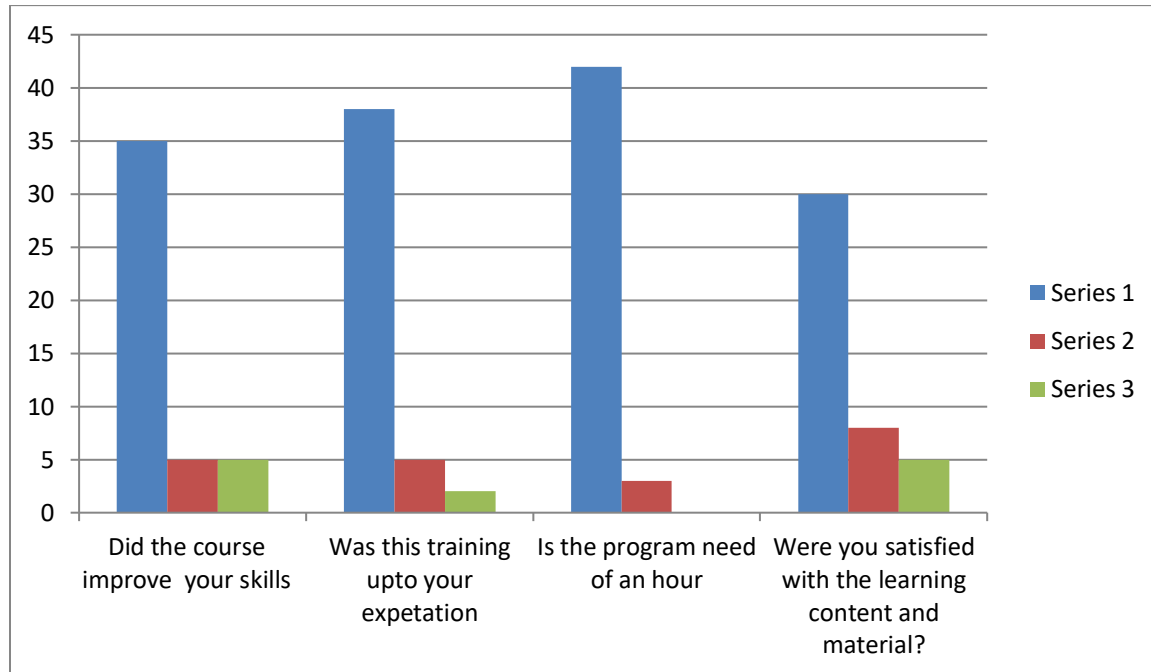
Date: 6th April 2022 to 8th April 2022

Feedback Analysis

1. Numbered of Participants enrolled for the Training program-45

S N	Question	Students Number wise Responses		
1	Rating	Yes	No	May Be
	.Did the course improve your skills	35	5	5
2	Rating	Yes	No	May Be
	. Was this training upto your expetation	38	5	2
3	Rating	Yes	No	May Be
	.Is the program need of an hour	42	3	0
4	Rating	Yes	No	May Be
	Were you satisfied with the learning content and material?	30	8	7

Graphical Representation





Shri Shivaji Education Society Amravati's
SCIENCE COLLEGE

Congress Nagar, Nagpur-12 (M.S.), India

- Accredited with a CGPA of 3.51 with 'A+' grade by NAAC Bengaluru
 - A College with Potential for Excellence
 - Recognized centre for higher learning
- A Mentor College under UGC Paramarsh Scheme
 - Member of APQN

CERTIFICATE

This is to certify that Mr/Miss **MR. NANDU SHENDE** our non-teaching staff member
has participated in the *Soft Skill Training Workshop For Non-Teaching Staff* on 06th April 2022 to 8th April 2022
organized by department of chemistry.

Prof. R.A. Deshmukh
Convener

Prof. R.U. Khope
HOD, Chemistry Department
Professor & Head
Department of Chemistry,
Shri Shivaji Science College
Congress Nagar, Nagpur