

Delhi School of Professional Studies and Research

Affiliated to G.G.S Indraprastha University

(NAAC Accredited "A" Grade Institution)


Guest Lecture on How to make a Professional CV

Held On


12th February, 2022

Title	How to make a Professional CV
Date and Time	12 th February, 2022
Venue	DSPSR Campus
Resource Person/Facilitator	Mr. Neel Palikar
No. of Participants	200
Summary	On February 12, 2022, students enrolled in the BBA (G) and B.COM (H) programmes attended a Guest Lecture entitled "How to make a Professional CV". Mr. Neel Palikar, Sr. Faculty Member, TIME Education, delivered the lecture. The gathering drew about 200 students.
Winners	NA

Photographs of the event:

 **DELHI SCHOOL OF PROFESSIONAL STUDIES AND RESEARCH**
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GUEST LECTURE

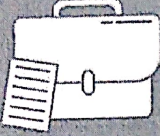


Almost every time you apply for a job, you will have to submit a CV, usually along with a customised cover letter. But why is a CV important? To answer this and many more questions related to CV Please join the session


MR. NEEL PALIKAR
(SENIOR FACULTY MEMBER IN TIMES)

TIME-11:00 A.M-12:30 P.M
DATE-12/02/2022

THE PLACEMENT CELL- DSPSR ORGANIZES
A SESSION ON HOW TO MAKE A
PROFESSIONAL CV



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 **TIME**
Triumph Institute of
Management Education Pvt. Ltd.


class code **70031**

Career Objectives and Key Skills

Your career objective tells the employer what you are really looking for in a position.

Key Skills:

- Management and supervision of staff
- Keyboard skills- 40 wpm
- ORACLE, OFFICE PUBLISHER
- DEBATER

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Basics

- Be concise and to the point
- Put your name on EACH page
- Be positive and highlight the most
- important/impressive points based on your objective
- Create a professional looking CV that is easy to read
- Don't Fold Your C.V