



AZAD GROUP OF EDUCATIONAL INSTITUTIONS

(UNDER AUSPICES OF AZAD EDUCATIONAL SOCIETY)

Approved by AICTE/PCI/NCTE, New Delhi & Affiliated to AKTU/LU/BTEUP

Ref. No.: ATC/NOT/2023/240

Date: 26-06-2023

NOTICE FOR MEGA JOB FAIR

Dear Faculty, Staff and Students,

I am delighted to announce an exciting event that our institute is organizing – the Mega Job Fair, which is scheduled to take place on 8th July 2023 right here on our campus. This job fair also serves as a celebration of our institute's 25 years of existence.

The purpose of this job fair is to provide our students with a valuable platform to secure suitable employment opportunities directly from our campus. Moreover, we are extending our invitation to aspiring individuals outside the institute, ensuring a wide range of job opportunities for all sections of society.

To ensure the success of this job fair, we kindly request your wholehearted support and active participation. Your assistance and expertise are crucial in organizing and executing this event effectively, creating a meaningful experience for our students and job seekers.

Please help us maximize the reach of this job fair by utilizing social media platforms such as WhatsApp, Facebook, Twitter, LinkedIn, Pinterest, and others to spread the word. Attached to this letter, you will find soft copies of posts and banners designed specifically for the job fair, which you may use for publicity purposes.

Please find attached an extensive list of activities pertaining to the job fair, including the designated individuals and their respective team members responsible for each task. Kindly review this document to familiarize yourself with your role and assigned responsibilities. If you are not currently involved but would like to contribute, please don't hesitate to contact me directly. We strongly believe in the collaborative efforts of all members within our institute to ensure the success of this event.

Additionally, we are utilizing our students, excluding those in their final year, as volunteers for organizing this event. Therefore, I kindly request students interested in taking part in the organization of this event to contact their respective head of department to secure a suitable role.

Your dedication and commitment are crucial in shaping the future of our students and job seekers. Together, let's make the Mega Job Fair an opportunity for growth, collaboration, and empowerment.

Thank you for your attention, support, and unwavering commitment to our institute's mission. I eagerly look forward to working closely with each of you to make this event a resounding success and celebrate our institute's 25 years of excellence.

[Prof. (Dr.) Shafeeq Ahmad]
Director ATC

Copy to:

- ED, VC, AD, and DD for information, please;
- Director AIPR, Principal ADC(LU), Principal ADC(BTC);
- HoD App. Sc., BA, CA, EE, CSE, ME, CE, BT, Pharmacy;
- SWO, AO, CT&P, Asstt. Registrars (Acad./Estb.), AWS, Hostels Wardens, Librarian, SO, SSO;
- Website and all the Notice Boards.

Azadpur, adjacent CRPF Colony, Bangla Bazar Road, Bijnaur, Lucknow-2

Phone No. 0522-2817608, 609 Fax: 0522-2817609

E-mail: info@aiet.ac.in Website: www.agei.edu.in

LIST OF ACTIVITIES AND RESPONSIBLE PERSONS

JOB FAIR ON 8-7-2023 AT AGEI, LUCKNOW

S. No.	Activities	Responsible Person		Team Members
		Name	Phone	
1	Building and Campus Maintenance	Mr. Amul Ranjan	9415826839	Mr. Dinesh, Mr. Rajneesh, Mr. Sadik, Mr.
2	Candidates Discipline and Queue Management, Entry Management and Guidance	Mr. Rehan	9452053770	Mr. Mazloom, Dr. Abdul, Ms. Neetu, Mr. Abdullah, Ms. Nisha, Ms Pratima,
3	Computer and Internet	Mr. Merajuddin	8840970251	Mr. Taufeeq, Mr. Sanjay
4	Corporates look after	Dr. Farrukh	9415465883	Mr. Umar Badr, Ms. Safia, Ms. Sameera, Mr. Naweem, Mr. Ajay, Mr. Kaleem
5	Electricity and Power Backup	Mr. Asif	9454099077	Mr. Islam, Mr. Nauneet,
6	First-Aid and Medical	Mr. Azeemuddin	9889718430	
7	Furniture and Tent	Dr. Imran	9451284430	Ms. Nausheen, Ms. Shalini, Mr. Bilal, Mr.
8	House Keeping	Mr. Siraj	8299035687	Mr. Nihal, Mr. Zaheer,
9	ID Cards, Forms and other Stationary printing and distribution	Mr. Masood	9044470049	Mr. Faiz, Mr. Nabeela, Mr. Kashif, Ms. Shushma, Mr. Vijay Verma
10	Lunch and Tea Preparation	Mr. Mohiuddin	9415766424	
11	Lunch, Tea and water Distribution	Mr. Rashid	9696304014	Mr. Musafir, Ms. Raziya, Ms. Samrah, Mr. Ibban
12	Media and News look after	Dr. Saurabh	9453777771	
13	New Registration and Candidates Screening	Mr. Rizwan	8317005787	Dr. Sajjad
14	Parking	Mr. Anil Kr. Arya	9889598421	Mr. Riyazul, Mr. Mata Prasad, Mr. Sirajul, Mr. Tariq
15	Publicity	Mr. Mohd. Umar	9415013339	
16	Purchase	Mr. Shanawaz	9838683878	Mr. Syed Zafrul Haq
17	Video and Photography	Dr. Rupesh	9236097162	
18	Volunteers Management	Mr. Parvez	9451316753	Mr. Saeed Akbar, Mr. Asim, Mr. Faiz