



## CENTRE *for* CAREER PLANNING *and* COUNSELLING

# University of Kashmir

NAAC Accredited Grade “A+”

### CIRCULAR

All the Heads/Directors of Satellite Campuses/Institutes/Centres/Coordinators of P.G Programmes are hereby requested to nominate **Career Counselors**. This is in reference to the Advisory Board Meeting held on October 17, 2020 under the chairmanship of the Honorable Vice Chancellor, Prof. Talat Ahmad wherein it was decided to have **Career Counselors** in each department in all the campuses of University of Kashmir. The purpose of having the **Career Counselors** in each department is to assist and counsel students with regard to careers so as to facilitate them in their job placements. Besides, the **Career Counselors** will keep track of career progression of the students enrolled in the departments.

The **Career Counselors** will be trained at the Centre for Career Planning and Counselling (CCPC) on various aspects of the career education, up-skilling and re-skilling which invariably include soft skills, drafting resume, writing cover letters and facing interviews.

In this connection, it is requested to nominate a **Career Counselor** for each programme currently in vogue at your department by communicating the same on the below mentioned contact details by or before 10<sup>th</sup> of January 2021:

**Prof. Mohammad Shafi**

Director

Centre for career Planning and Counselling

[meem\\_shafi@kashmiruniversity.ac.in](mailto:meem_shafi@kashmiruniversity.ac.in)

Matter may kindly be treated as most urgent.

Sd/-

(Prof. Mohammad Shafi)

No.F (Career Counselors-2020)  
CCPC/KU/20 Dated: 25-12-2020