

Activity Report



Activity Report

Preparing Resume and Effective Job Application Strategies for Freshers

Organised by

Department of Chemical Sciences (Program : Chemistry)

Faculty of Science,

ATMIYA University, Rajkot

On

27th & 28th June, 2025 (Friday / Saturday)

For the students of

M.Sc. Chemistry (Sem-III : Organic & Analytical)

ATMIYA University, Rajkot



Preparing Resume and Effective Job Application Strategies for Freshers

Organized by:

Department of Chemical Sciences (Program : Chemistry)
Faculty of Science, Atmiya University, Rajkot

Venue:

Room No 332., Atmiya University, Rajkot

Key Highlights:

How to prepare a resume? How to showcase your area of expertise? How to crack the interview and tackle common questions ?

Who can Attend?

M.Sc. Semester-III students (Organic / Analytical Chemistry)

Schedule

Date: 27/06/2025 & 28/06/2025 & Time: 11:00 am to 12:00 pm

Resource Persons

Dr. Jigar Y. Soni
Associate Professor &
Dean at Faculty of Basic and Applied Sciences, Madhav University

Activity Coordinator

Dr. Anilkumar Patel / Dr. Bhavin Dhaduk



Activity Report

Title of Activity	Preparing Resume and Effective Job Application Strategies for Freshers
Special Theme	Active learning strategies in higher education
Activity Schedule	27 th - 28 th June, 2025 (Friday / Saturday)
Venue	Room No. 323, Atmiya University, Rajkot
Resource Persons	Dr. Jigar Y. Soni - Associate Professor, Dean at Faculty of Basic and Applied Sciences, Madhav University
Activity Coordinator	Dr. Anilkumar. S. Patel and Dr. Bhavin B. Dhaduk
Total No. of Participants	42
Details of Participants	M.Sc. Chemistry Sem-III

Outcomes of the Activity:

- A. Participants learned how to draft a professional, well-structured resume tailored to specific job roles, highlighting their skills, education, internships, and achievements effectively.
- B. Freshers gained clarity on the step-by-step job application process, including how to analyze job descriptions, customize applications, and meet employer expectations.
- C. Attendees developed the ability to write impactful cover letters and professional emails to accompany their job applications, showcasing enthusiasm and suitability for the role.
- D. Participants became aware of common errors in resumes and applications, such as poor formatting, irrelevant information, or generic content, and learned strategies to avoid them.
- E. Through practical tips and examples, freshers built confidence in presenting themselves effectively to recruiters, enhancing their chances of securing interviews and employment opportunities.

Activity Report



Day- 1: Dr. Jigar Y. Soni conducted a session on designing an impactful resume and portfolio to effectively showcase one's skills and abilities.



Day 2: Dr. Jigar Y. Soni conducted a session on selecting suitable companies and job profiles aligned with one's skills and subject expertise.

Atmiya University

Expert Session-June 2025

Topic: Preparing Resume and Effective Job Application Strategies for Freshers

Department: Chemical Sciences (Program: Chemistry)

Date: 27-06-2025

Time: 11:00 AM to 12:00 PM

Faculty Coordinator:
Dr. Anilkumar Patel

Resorce Persons:
Dr. Jigar V. Soni

Venue: Room No. 332, Atmiya University, Rajkot

Attendance Sheet

S. No	Name of the student	Enrollment No.	Signature
1	Dobariya Raj J.	240721008	
2	Rathod Bhaginath D.	240721030	
3	Busa Poince	240721005	
4	Halvadiya Karan B.	240721014	
5	Marikaha Jash V.	240721027	
6	Ghezarya Vainik H.	240722021	
7	Kapadiya Smit L.	240721022	
8	Kahani Umang J.	240721020	
9	Sirja Kevul R.	240721034	
10	Ahelani Kevul P.	240721010	
11	Zankat Tarash B	240721043	
12	Gondaliya Shivam H.	240721013	
13	Vaishnav Sahil M.	240721041	
14	Vaghani Umang L	240721039	
15	Yadav Mit M.	240721042	
16	Ankitkumar.A. Aniyaliya	240721001	
17	Melin J. sheharyu	240721033	
18	Bhamyadiya Rimmans H	240721003	
19	Solanki Nasit Jayantibhai	240721035	
20	Prajapati Nirav Bharat'soni	240721028	
21	Gohil Jayveersinh R.	240721012	
22	Dhansoniya Abhay A	240721006	
23			

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Dr. Anilkumar Patel

Resorce Persons:
Dr. Jigar Y. Soni

Venue: Room No. 332, Atmiya University, Rajkot

Attendance Sheet

S. No	Name of the student	Enrollment No.	Signature
24	Sanghams Krishna Dipakbhai	240721031	K. D. Sanghams
25	Kemmi Unvishes Ashishbhai	240721021	Unvishes
26	Malani Rudrakshi Vijaybhai	240721025	R. Malani
27	Soniya Bansi Dineshbhai	240721036	Bansi
28	Rajpara Anjali Jayeshbhai	240721029	A. J. Rajpara
29	Tilana Nancy Rajnikant	240721037	Nancy
30	Harisoda Aevanshi Dineshbhai	240721015	Aevanshi
31	Bhabala Richam Venkateshbhai	240721002	Richam
32	Karnavi Manojbhai Ganatra	240721023	K. Ganatra
33	Jani Ishakumari Phateshbhai	240721017	Ishak
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Signature Coordinator *As Patel* *Bhavi*

Jigar Y. Soni
HOD
Head of Department
Department of Chemistry
Faculty of Science
Atmiya University
Rajkot

Atmiya University

Expert Session-June 2025

Topic: Preparing Resume and Effective Job Application Strategies for Freshers

Department: Chemical Sciences (Program: Chemistry)

Date: 28-06-2025

Time: 10:00 AM to 11:00 PM

Faculty Coordinator:
Dr. Anilkumar Patel

Resorce Persons:
Dr. Jigar Y. Soni

Venue: Room No. 332, Atmiya University, Rajkot

Attendance Sheet

S. No	Name of the student	Enrollment No.	Signature
1	Bhargaditya Raimuresh Ht	240721003	
2	Shekasiya melin J.	240721033	
3	Salanki Navit Jayantibhai	240721035	N. J. Salanki
4	Gohil Jayveersinh Rajendrasinh	240721012	Pernil
5	Vaghani Umang Lalibhai	240721039	
6	Yadav Mit M.	240721042	
7	Ankitkumar. A. Aniyaliya	240721001	
8	Zankat Dorcesh B.	240721043	
9	Grondaliya Shivum H.	240721013	
10	Vaishnav Sahil M.	240721041	
11	Sujal Kucha	240721019	
12	Jadeja Arjunbaj. A.	240721016	
13	Busa Pvince S.	240721005	
14	Ghelani Kaval P.	240721010	Ghelani Kaval.
15	Pandypati Nisar B	240721028	
16	DhamSanija Abhay A	240721006	
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Atmiya University

Expert Session-June 2025

Topic: Preparing Resume and Effective Job Application Strategies for Freshers

Department: Chemical Sciences (Program: Chemistry)

Date: 28-06-2025

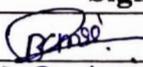
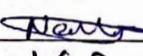
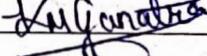
Time: 10:00 AM to 11:00 PM

Faculty Coordinator:
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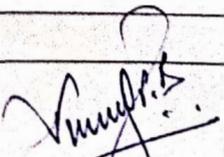
Resorce Persons:
Dr. Jigar Y. Soni

Venue: Room No. 332, Atmiya University, Rajkot

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25	Makani Rudrakshi V.	240721025	
26	Rajpara Anjali J.	240721029	A. J. Rajpara
27	Harsoda Aarunshi D.	240721018	
28	Tilari Nancy R.	240721037	
29	Karnavi M. Ganatra	240721023	
30	Bhalala Ridham V.	240721002	
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Signature Coordinator


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Head of Department
Department of Chemistry
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Atmiya University
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