



**PLACEMENT & SKILL DEVELOPMENT CELL**  
**CAREER COUNSELLING CELL**  
**BUNIADPUR MAHAVIDYALAYA**

Selimabad, P.O.: Buniadpur, P.S.: Banshihari,  
Dakshin Dinajpur, West Bengal, India- 733 121.  
(Affiliated to the University of Gour Banga)

To,  
The Chairman  
IQAC  
Buniadpur Mahavidyalaya  
Buniadpur  
Dakshin Dinajpur-733121

Dated: Buniadpur  
12 December 2022

Through,  
The IQAC Coordinator  
Buniadpur Mahavidyalaya  
Buniadpur  
Dakshin Dinajpur-733121

Subject: Request for Permission to Introduce a 30-hour Add-on Certificate Course on "Skill Development in Hospitality Management"

Dear Sir,

I am writing to seek your esteemed permission to introduce a 30-hour Add-on Certificate Course on "Skill Development in Hospitality Management", to be organized by the Placement and Skill Development Cell and IQAC of Buniadpur Mahavidyalaya, in collaboration with Kotibarsha Institute of Technology and Management (KITM), as per the terms of signed MoU. Given permission, the course will be scheduled to take place from 19/01/2023 to 28/01/2023 at Buniadpur Mahavidyalaya. The experts from KITM will take special classes during the course. Upon successful completion of the course, as ensured by the Director of KITM, Dr. Surajit Ghosh, all students will be offered internship opportunities at Barbecue Nation. However, the implementation of the internships would occur after the students' graduation, ensuring a seamless transition into the workforce.

We believe this initiative will contribute significantly to provide students with practical knowledge and skills in hospitality management, preparing them for successful careers in the industry. And the 100% placement opportunity will definitely open up a new scope in students' life. Your approval and support in this endeavour would be greatly appreciated.

Thank you for considering our request.

Sincerely yours,

Dr. Tanima Dutta  
Coordinator  
Placement and Skill Development Cell  
Buniadpur Mahavidyalaya  
Buniadpur  
Dakshin Dinajpur-733121

Approved  
by

Principal  
Buniadpur Mahavidyalaya  
D / Dinajpur



# INTERNAL QUALITY ASSURANCE CELL BUNIADPUR MAHAVIDYALAYA

Selimabad, P.O.: Buniadpur, P.S.: Bansihari,  
Dakshin Dinajpur, West Bengal, India- 733 121.  
(Affiliated to the University of Gour Banga)

Dated 17/12/2022

## NOTICE

### 30 Hours' Add-on Certificate Course on "Skill Development in Hospitality Management" and 100% Placement Opportunities at Hotel Sectors

This is to inform the **former as well as current-year students** of Buniadpur Mahavidyalaya that the Career Counselling Cell, Placement and Skill Development Cell, and IQAC of Buniadpur Mahavidyalaya, in collaboration with Kotibarsha Institute of Technology and Management (as part of MoU), is organizing a **30 Hours' Add-on Certificate Course on "Skill Development in Hospitality Management", followed by 100% placement opportunities of the students in hotel sectors.**

#### Key Highlights:

- 30 Hours' Add on Certificate Course on "Skill Development in Hospitality Management" for 7 days, **from 19/01/2023 to 28/01/2023 at free of cost.** Students will be guided by expert trainers cum faculty of the KITM
- **100% Placement Opportunities** upon completion of the course
- **6 months' internship** in hotel sectors
- **Food and accommodation will be provided at free of cost** during the internship
- **Stipend of Rs. 3000** for the training period
- Immediate joining at hotel sectors upon completing the internship**

#### Application Details:

- Forms are available for collection from the office starting **19th December 2022 (12 noon to 3 PM)**
- Submission deadline: **5<sup>th</sup> January, 2023 (till 3 PM)**
- Open to both **former students** and **current year**

For further information and to collect the form, please **contact Dr. Tanima Dutta**, Course Coordinator, during the college hours.

Seize this opportunity for skill enhancement and a pathway to promising placements in the hospitality sector. Don't miss out on this valuable experience!

Dr. Santigopal Das  
Co-ordinator  
IQAC  
Buniadpur Mahavidyalaya  
Buniadpur, D/Dinajpur

(Dr. Santigopal Das)  
Coordinator,  
Internal Quality Assurance Cell  
Buniadpur Mahavidyalaya, Dakshin Dinajpur

Verified & digitally signed (DSC) by  
Principal, Buniadpur Mahavidyalaya

# SAMPLE FORM



## BUNIADPUR MAHAVIDYALAYA

Buniadpur, Dakshin Dinajpur  
Affiliated to the University of Gour Banga



30 Hours' Add on Certificate Course on Skill Development in Hospitality Management, followed by 6 Months' Internship in Industrial Sectors  
(Organised by the Career Counselling Cell, Placement and Skill Development cell, and IQAC of Buniadpur Mahavidyalaya, in collaboration with KOTIBARSHA INSTITUTE OF TECHNOLOGY AND MANAGEMENT)

\*\*\* FOR OFFICE USE ONLY \*\*\*

Enrolment NO : \_\_\_\_\_ Training ALLOTTED FOR BATCH: \_\_\_\_\_  
TRAINING DATE (START) : \_\_\_\_\_ END DATE OF TRAINING : \_\_\_\_\_



Jagadish Sarkar

Full Signature of the student

USE CAPITAL LETTERS

1. ENROLMENT SOUGHT FOR 30 HOURS' ADD ON CERTIFICATE COURSE ON SKILL DEVELOPMENT IN HOSPITALITY MANAGEMENT, FOLLOWED BY 6 MONTHS' INTERNSHIP IN HOTEL SECTORS: YES/NO
2. NAME OF THE STUDENT : JAGADISH SARKAR
3. FATHER'S NAME : FULESHWAR SARKAR
4. MOTHER'S NAME : RAMA SARKAR
5. A) DATE OF BIRTH : 01-10-1998 B) CATEGORY : SC (GEN/SC/ST/OBC)
6. A) RELIGION : HINDU B) GENDER ( M/F/O ) : M
7. ADHAR NUMBER OF THE STUDENT : 9012 0427 5952
8. ADHAR NUMBER OF THE FATHER : 7358 6218 3903
9. ADHAR NUMBER OF THE MOTHER : 3927 3118 4046

BUNIADPUR MAHAVIDYALAYA

10. PERMANENT ADDRESS : vill - Nasayarpur, P.O - Jalalpur  
P.S - Gangasarpur

DISTRICT D/ Dinajpur PIN 793124

11. PHONE NUMBERS: A ) FATHER 9635787556  
B ) MOTHER 8158888348  
12. MOTHER TONGUE : Bengali NATIONALITY: Indian  
13. PHONE NUMBER : 9635216289  
14. ANY PHYSICAL AILMENT : \_\_\_\_\_

15. INFORMATIONS REQUIRED FOR DIGITAL EDUCATION SERVICE

SCHEDULE : A ) WHATSAPP NUMBER 9635216289

B ) E- MAIL ID Jagadishsarkar.81588@gmail.com

I, certify that I am the guardian of the student and information given in this form is true to the best of my knowledge. I will have no objection if my son / daughter is sent for industrial training / job / placement from Buniadpur Mahavidyalaya / Kotibarsha Institute of Technology and Management.

SIGNATURE OF THE FATHER : Fuleshwar Sarkar DATE : \_\_\_\_\_

SIGNATURE OF THE MOTHER : Rama Sarkar DATE : \_\_\_\_\_

TO BE ATTACHED FOLLOWING DOCUMENTS

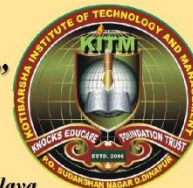
1. DATE OF BIRTH PROOF OF THE STUDENT (MADHYMIK ADMIT CARD/BIRTH CERTIFICATE ETC.)
2. ADHAR CARDS OF STUDENT & PARENTS
3. PAN CARD OF THE STUDENT

Verified & digitally signed (DSC) by  
Principal, Buniadpur Mahavidyalaya

# BROCHURE



## Brochure for 30 Hours' Add-on Course on "Skill Development in Hospitality Management"



To be organized by:

**Placement and Skill Development Cell and IQAC of Buniadpur Mahavidyalaya**

in collaboration with

**Kotibarsha Institute of Technology and Management (KITM)**

**Dates: 19/01/2023 to 28/01/2023**

**Venue: Buniadpur Mahavidyalaya**

**Course Coordinators:**

**Dr. Tanima Dutta, Dr. Santigopal Das & Dr. Surajit Ghosh**

**Trainers:**

**Prof. Angela Yolmo, Prof. Sujit Das, Dr. Surajit Ghosh & Mr. Wasim Bari**

### Objective:

The primary objective of the course was to provide students with practical knowledge and skills in hospitality management, preparing them for successful careers in the industry. Additionally, the course aimed to bridge the gap between academic learning and real-world applications, ensuring holistic development.

### Key Highlights:

- The 30-hours' course will be conducted over 7 days and will involve intensive training in hospitality management from January 19<sup>th</sup> to January 28<sup>th</sup>, 2023, with expert guidance from KITM faculty.
- Upon successful completion of the course, all students will be offered internship opportunities at Barbeque Nation, a renowned chain of restaurants. However, the implementation of the internships would occur after the students' graduation, ensuring a seamless transition into the workforce.
- Participants will also be eligible for a stipend of Rs. 3000 during the training period, enhancing the overall value proposition of the course.
- Application forms were made available from December 19<sup>th</sup>, 2022, with a submission deadline of January 5<sup>th</sup>, 2023, open to former and current-year students of Buniadpur Mahavidyalaya.

### Course Module:

#### 1. Introduction to Hospitality Industry:

- Understand the scope and importance of the hospitality industry globally.
- Explore key sectors such as lodging, food and beverage, travel, and event management.

#### 2. Components and Sectors:

- Identify the main components of the hospitality industry and their interrelationships.
- Learn about key players and stakeholders within each sector.

#### 3. Customer Service:

- Gain insights into principles of excellent customer service and its importance in hospitality management.
- Develop skills in handling guest complaints and feedback effectively.

#### 4. Ethical Considerations:

- Explore ethical practices and responsible management in the hospitality industry.
- Learn about environmental sustainability and corporate social responsibility.

#### 5. Emerging Trends and Challenges:

- Discover technological advancements, changing consumer preferences, and global trends shaping the future of hospitality.
- Understand the impact of globalization and socio-cultural shifts on the industry.

### Application Details:

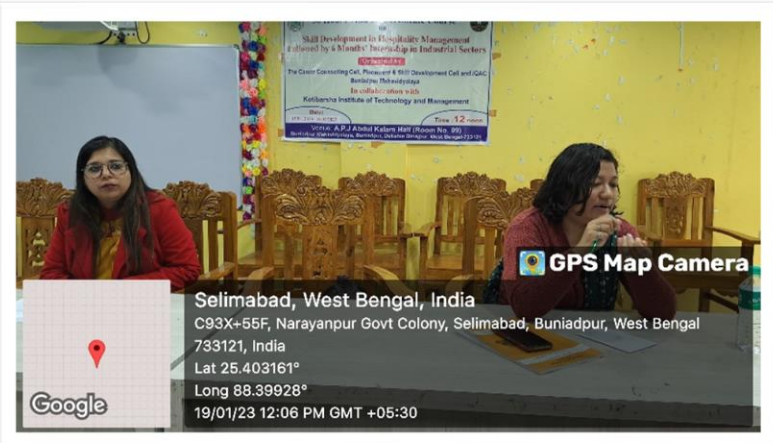
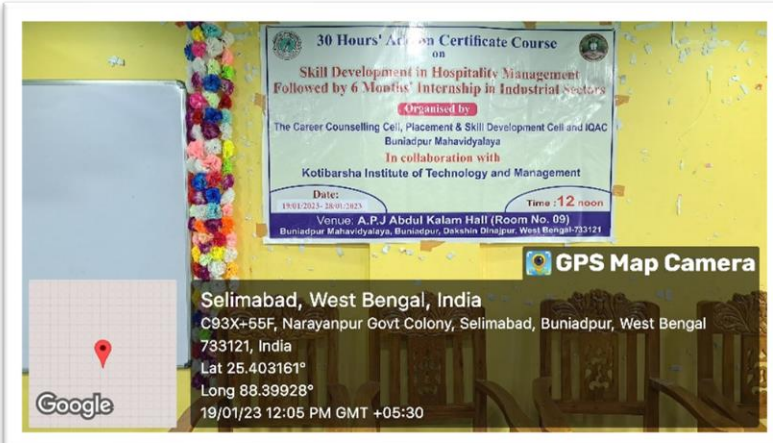
- Application forms will be available at the office on working days, starting 19<sup>th</sup> December 2022 (12 noon to 3 PM)
- Submission deadline: 5<sup>th</sup> January 2023 (3 PM)
- Open to both former and current year students.

For further information and to collect the application form, please contact Dr. Tanima Dutta, Course Coordinator, during the college hours on working days.

Verified & digitally signed (DSC) by  
Principal, Buniadpur Mahavidyalaya



# PHOTOGRAPHS



# CERTIFICATE



## *Certificate of Completion*



Certified that Faridul Hoque of  
Buniadpur Mahavidyalaya has successfully completed a 30 Hours' Add-on Course on  
"Skill Development in Hospitality Management" organized by Placement and Skill Development Cell  
and IQAC of Buniadpur Mahavidyalaya in collaboration with Kotibarsha Institute of Technology and  
Management (KITM) from 19/01/2023 to 28/01/2023 at Buniadpur Mahavidyalaya.

*We wish her/him a great career ahead.*

**Dr. Santigopal Das**  
IQAC Coordinator  
Buniadpur Mahavidyalaya

**Dr. Tanima Dutta**  
Coordinator & HoD, Dept. of English  
Buniadpur Mahavidyalaya

**Dr. Surajit Ghosh**  
Director

Kotibarsha Institute of Technology & Management

**Dr. Jitesh Chandra Chaki**  
Principal  
Buniadpur Mahavidyalaya

# APPOINTMENT LETTER ISSUED TO STUDENT



## KOTIBARSHA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Affiliated to Moulana Abul Kalam Azad University of Technology (MAKAUT) CODE : 202  
Formerly known as West Bengal University of Technology (WBUT)

An UGC Recognised Regular College Under State Government Technical University

Phone: 9830105715

Email us: [director@kitm.ac.in](mailto:director@kitm.ac.in)

Date 06/03/2023

Reference No.: KITM\_BM/HM/022/2023

To,  
**Mr. Faridul Haque,**  
S/o. Saharab Ali.  
Vill.: Laxmipur (Sadukura)  
PS & PO: Kushmandi,  
Dakshin Dinajpur  
West Bengal- 733 132.  
Phone No.: (+91) 81018 19273  
email: [foridulhoque227@gmail.com](mailto:foridulhoque227@gmail.com)

Subject: Appointment Letter - Internship at Barbeque Nation

**Congratulations!** We are delighted to extend our offer for an internship position at Barbeque Nation, a distinguished establishment in the hospitality sector. Your selection is a result of your outstanding performance during the training through a 30 hours' add on course on 'Skill Development in Hospitality Management' organised by the Career Counselling Cell, Placement & Skill Development Cell, and IQAC of Buniadpur Mahavidyalaya in collaboration with Kotibarsha Institute of Technology and Management (Under the terms of signed MoU) followed by an examination held at Buniadpur Mahavidyalaya, from 19/01/2023-28/01/2023.

Details of your internship and subsequent employment are outlined below:

Internship Period: 6 Months; Stipend: Rs. 3000 per month, along with free food and lodging facility.

Upon successful completion of your graduation, you will join any one of the outlets of Barbeque Nation in West Bengal as an intern in February 2024, as per the directives and guidelines of Kotibarsha Institute of Technology and Management. During this internship, you will receive a stipend of Rs. 3000 per month, along with food and lodging facilities free of cost.

Upon successful completion of your internship, you will be offered a position at the hotel/restaurant sectors by the Barbeque Nation with the following terms:

Salary: Rs. 10,000 per month; Benefits: Free food and free lodging.

Please note that your internship is scheduled to begin in the first week of March, 2024. Kindly report to the Director of Kotibarsha Institute of Technology and Management (KITM), Dr. Surajit Ghosh, positively by 10<sup>th</sup> January, 2024, so that necessary arrangements can be made beforehand. Further instructions and details will be communicated to you during your orientation.

We believe this opportunity will provide you with valuable insights and hands-on experience in the hospitality sector. We wish you a successful and enriching internship at Barbeque Nation.

Please sign and return a copy of this letter as a token of your acceptance of the terms mentioned herein.

Congratulations once again, and we look forward to your successful journey with Barbeque Nation.

Sincerely,

Director  
Kotibarsha Institute of Technology And Management  
Affiliated to MAKAUT, WB  
Panjaripara, Sudarshan Nagar, D'Dinajpur

Received  
Faridul Haque  
06-03-2023

KITM College Campus, College More,  
Vill: Panjaripara, P.O. Sudarshan Nagar, P.S. Banshihari,  
District- Dakshin Dinajpur, Pin- 733121, India

# KITM

Visit us- [www.kitm.ac.in](http://www.kitm.ac.in)

Verified & digitally signed (DSC) by  
Principal, Buniadpur Mahavidyalaya





# INTERNAL QUALITY ASSURANCE CELL BUNIADPUR MAHAVIDYALAYA

Selimabad, P.O.: Buniadpur, P.S.: Banshihari,  
Dakshin Dinajpur, West Bengal, India- 733 121.  
(Affiliated to the University of Gour Banga)

## Report Summary

30/01/2023

**Title:** Comprehensive Report on 30 Hours' Add-on Certificate Course on "Skill Development in Hospitality Management" at Buniadpur Mahavidyalaya

### Introduction:

The Placement and Skill Development Cell and IQAC of Buniadpur Mahavidyalaya, in collaboration with Kotibarsha Institute of Technology and Management (KITM) successfully conducted a 30-hour Add-on Certificate Course on "Skill Development in Hospitality Management" under the terms of the signed MoU. This initiative aimed to equip students with specialized skills in the hospitality sector while offering 100% placement opportunities in hotel sectors.

**Organized by:** Placement and Skill Development Cell and IQAC of Buniadpur Mahavidyalaya in collaboration with Kotibarsha Institute of Technology and Management (KITM)

**Coordinators:** Dr. Tanima Dutta, Dr. Santigopal Das and Dr. Surajit Ghosh

**No. of Students Participated:** 20

**No. of Students Completed:** 20

**Venue:** Buniadpur Mahavidyalaya

**Duration:** 19/01/2023-28/01/2023. It was structured as a 30 Hours' course, with classes held 5 hours a week, from 11 AM to 5 PM, with a one-hour break from 2-3PM.

**Trainers:** Prof. Angela Yolmo, Mr. Sujit Das, Dr. Surajit Ghosh, Wasim Bari

### Objectives:

The primary objective of the course was to provide students with practical knowledge and skills in hospitality management, preparing them for successful careers in the industry. Additionally, the course aimed to bridge the gap between academic learning and real-world applications, ensuring holistic development.

### Key Highlights:

The 30-hour course, conducted over 7 days, provided intensive training in hospitality management from January 19th, 2023, to January 28th, 2023, with expert guidance from KITM faculty.

Upon successful completion of the course, all students were offered internship opportunities at Barbecue Nation, a renowned chain of restaurants. However, the implementation of the internships would occur after the students' graduation, ensuring a seamless transition into the workforce.

Participants were also eligible for a stipend of Rs. 3000 during the training period, enhancing the overall value proposition of the course.

Application forms were made available from December 19th, 2022, with a submission deadline of January 5th, 2023, open to former and current-year students of Buniadpur Mahavidyalaya.

Verified & digitally signed (DSC) by  
Principal, Buniadpur Mahavidyalaya

### Course Module:

#### 1. Introduction to Hospitality Industry:

Understand the scope and importance of the hospitality industry globally.  
Explore key sectors such as lodging, food and beverage, travel, and event management.

#### 2. Components and Sectors:

Identify the main components of the hospitality industry and their interrelationships.  
Learn about key players and stakeholders within each sector.

#### 3. Customer Service:

Gain insights into principles of excellent customer service and its importance in hospitality management.  
Develop skills in handling guest complaints and feedback effectively.

#### 4. Ethical Considerations:

Explore ethical practices and responsible management in the hospitality industry.  
Learn about environmental sustainability and corporate social responsibility.

#### 5. Emerging Trends and Challenges:

Discover technological advancements, changing consumer preferences, and global trends shaping the future of hospitality.

Understand the impact of globalization and socio-cultural shifts on the industry.

### Routine:

DAY (11AM-5PM)	FACULTY/TRAINER
19/01/2023	Prof. Angela Yolmo
20/01/2023	Prof. Angela Yolmo
21/01/2023	Prof. Sujit Das
24/01/2023	Prof. Angela Yolmo
27/01/2023	Dr. Surajit Ghosh
28/01/2024	Wasim Bari

### Outcome:

The course began with an inaugural session followed by the lecture of Prof. Angela Yolmo, a faculty of KITM. It ended with MCQ tests on the last day, followed by valediction session. All students were given certificates of completion and also offered internship letters to the students by KITM who are in alliance with Barbeque Nation. As a result of the course, participants gained comprehensive insights into various aspects of hospitality management, including customer service, event management, and food and beverage operations. The hands-on training facilitated by expert trainers from KITM enhanced their practical skills, making them industry-ready professionals. Moreover, the guaranteed 100% placement opportunities provided assurance of employment post-graduation, further motivating students to excel in the program.

### Conclusion:

The Add-on Certificate Course in Hospitality Management provided by Buniadpur Mahavidyalaya, in collaboration with KITM, not only imparted valuable skills but also guaranteed promising career opportunities in the hospitality sector. By offering internship placements at Barbecue Nation post-graduation, the initiative ensured a smooth transition for students into the workforce, thereby contributing to their long-term success and employability in the industry.

Dr. Santigopal Das

(Dr. Santigopal Das)

IQAC Coordinator

Buniadpur Mahavidyalaya

Buniadpur

Dakshin Dinajpur-733121

West Bengal, India

Co-ordinator  
IQAC  
Buniadpur Mahavidyalaya  
Buniadpur, D/Dinajpur

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Principal, Buniadpur Mahavidyalaya