

ABOUT THE INSTITUTE

The National Institute of Technology was inaugurated on 18th August, 2010 as a member of a group of ten new NITs. Currently, NIT is running B.Tech in Electrical Engineering, Computer Science and Engineering, Electronics and Communication Engineering, Mechanical Engineering, Civil Engineering, Chemical Engineering and Bio-Technology, M.Tech. in Electrical Engineering, Computer Science and Engineering, Electronics and Communication Engineering and Mechanical Engineering, M. Sc. in Basic and Applied Science and PhD programs in all disciplines.

PROGRAMME CONTENTS

- Developing Positive Mental Attitude
- Victory Circle
- Emotional Intelligence and Interpersonal Skills
- Building Effective Teams
- Attitude and Personality
- E-mail Writing-Official and Personal
- Public Speaking Skills with Role play and Exercises
- Stress Management and Work life Balance
- Building Self-Motivation and acquiring Leadership skills
- Time Management
- Noting and Drafting
- Work Etiquette, Values and Ethics
- Overall Personality Development for personal effectiveness

RESOURCE PERSON

The programme will be handled by well qualified and experienced person.

ELIGIBILITY

Administrative and Finance Staff, Technical Staff and Lab Technicians

ORGANIZING COMMITTEE

Patron

Prof. Pinakeswar Mahanta, Director, NIT Arunachal Pradesh

Convenor

Dr. Karam Ratan Singh, Nodal Officer (Academic)

Co-Convenor

Dr. M. Berlin, TEQIP Coordinator

Dr. Prases Kumar Mohanty, Nodal Officer Finance

Dr. Rajen Pudur, Dean (Academic)

Address for Communication

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TEQIP III Sponsored SDP on Management Capacity Building
Training for Administrative and Finance Staff, Technician and Lab
Technicians



16th September – 20th September 2019

REGISTRATION FORM

Name :
Designation :
Gender :
Organization :
Address :
Email :
Mobile No. :

TEQIP III Sponsored

**Staff Development Programme on
Management Capacity Building Training for Administrative and
Finance Staff, Technician and Lab Technicians
16th September – 20th September 2019**

Signature of the Participant

SPONSORSHIP CERTIFICATE

Mr./Ms. _____ is an employee of our
Institution. He/She will be permitted to attend the one week FDP on
“Management Capacity Building Training for Administrative and
Finance Staff, Technician and Lab Technicians” during 16-20
September 2019, if selected.

Signature of HoD

Place :

Date :

Organized by

TEQIP III and Dean Academic

National Institute of Technology, Arunachal Pradesh