

Topic : - **Navigating Your First Job: Tips for Transitioning from Campus to Corporate**

Date: **14/09/2024**

Time: **10:00-12:00**

No. of Students Present: **46**

Resource Person: **Mr. Jitendra Singh(Senior Sales & Program)TATA Play Fiber**

Faculty Guide: **Mr Melroy Crasta**

The session emphasised creating strong first impressions by being punctual, dressing professionally, and showing eagerness to learn. It highlighted the importance of understanding organisational culture by observing workplace norms, communication styles, and team dynamics before forming any opinions. Building positive relationships with colleagues and seniors was encouraged to create a supportive work environment. For a smooth transition, students were advised to be proactive beyond their assigned roles, seek regular feedback, prioritise tasks effectively, avoid procrastination, and maintain a continuous learning mindset. Professional conduct and etiquette such as writing clear and courteous emails, participating confidently in meetings while respecting others' views, handling criticism positively, and avoiding office politics were discussed. The speaker advised managing expectations realistically by focusing on learning and gaining experience rather than expecting quick promotions. Mr. Singh also shared his career challenges, explaining how adaptability, continuous learning, and positivity helped him succeed. During the interactive Q&A, topics like handling pressure of targets and deadlines, dealing with unexpected job roles, maintaining work-life balance, and managing difficult colleagues were discussed.

