

Orientation Program for newly recruited employees, 2017



Non-teaching staff play a pivotal role in the day to day administrative work of a University and Presidency University accords a position of great importance to them and the role they play in the overall functioning of a University. In 2017, a large scale recruitment drive was conducted and a total of around 104 new employees were inducted as non-teaching staff of the University after following a two-stage recruitment process including written examination and interview.

The orientation program for the newly recruited employees were held on 14.11.2017 at A.K. Basak Memorial Hall in Presidency University. All the administrative heads of the University were present in the Orientation Program and a free flowing discussion and conversation was initiated by them.

The adherence to the code of conduct was given paramount importance and the employees were actively encouraged to be punctual from the very first day itself. It was also made clear that laxity in adherence to the established rules of the University would be strictly dealt with. The rules to be followed during the probation period, and the procedure of confirmation of the service and subsequent formulation of service books was explained in great detail in a simple and easy to understand language.

The importance of dedication and a focused approach towards the day to day work was stressed in great detail and a short introduction was given about the composition of various administrative departments and their general sphere of work.

Finally, the employees were warmly welcomed again to be a part of the Presidency University and were also encouraged to preserve the glory and heritage associated with the University in a responsible and effective manner.