

**PUNE DISTRICT EDUCATION ASSOCIATION'S**  
**SETH GOVIND RAGHUNATH SABLE COLLEGE OF PHARMACY, SASWAD**

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**Event Name: “Soft Skill Training”**

**Date: 25<sup>th</sup> August to 04<sup>th</sup> September 2025**

**Venue: Classroom No. – 01**

**Total number of participants = 70**

The Training and Placement Cell of the college organized a session on “**Soft Skill Training**” from **25<sup>th</sup> August to 04<sup>th</sup> September 2025**. The session was conducted by an expert in the field, **Mrs. Kavita Prasad** (Trainer, Reliance Foundation, Pune), and **Mr. Amol Tambe** (Trainer, Reliance Foundation, Pune) and **Mr. Vishal Waghmare** (Program Manager, Reliance Foundation, Pune). This session was successfully organized under the guidance of Principal **Dr. Rajashree Chavan**, who provided invaluable support and motivation to make the program a grand success.

The Soft Skill Training Program was conducted over six days with the objective of enhancing the overall personality, communication, and employability skills of the participants. Each day focused on specific areas of soft skills through interactive sessions and practical activities.

**Day 1: Introduction to Communication Skills and Group Discussion Activity (25/08/2025)**

The program began with an introduction to communication skills, highlighting the importance of verbal, non-verbal, and written communication in professional and personal life. **Mrs Kavita Prasad** explained about barriers to communication and strategies to overcome them and Group Discussion on current topics was organized. Participants actively took part, which helped them improve their fluency, clarity of thought, listening skills, and confidence in expressing ideas.

**Day 2: Teamwork and Leadership Activity (28/08/2025)**

On second day **Mrs Kavita Prasad** focused on teamwork and leadership qualities, which are essential for workplace success. The session emphasized cooperation, decision-making, delegation, and conflict resolution. Participants were divided into groups for team-building games and leadership tasks. These activities helped them understand the importance of collaboration, role distribution, and leading a team effectively.

**Day 3: Presentation Skills and Goal Setting (29/08/2025)**

On the third day, participants were trained by **Mr. Amol Tambe** in effective presentation skills, including body language, voice modulation, audience engagement, and the use of visual aids. The session also covered goal setting techniques, stressing the importance of SMART (Specific, Measurable, Achievable, Relevant, Time-bound) goals for career and personal growth.

#### **Day 4: Self Introduction (02/09/2025)**

The fourth day was dedicated to self-introduction techniques, where participants learned how to present themselves confidently and positively in academic, professional, and social situations.

Every participant gave a formal self-introduction in front of the group. **Mr. Amol Tambe** provided constructive feedback on improving content, confidence, posture, and articulation.

#### **Day 5: Resume writing (03/09/2025)**

Resume writing was the core topic of the fifth day. She explained the key components of a compelling resume and provided tips on formatting and content. Participants learned how to highlight their skills and experiences effectively. They also received guidance on tailoring their resumes to specific job requirements and understood the importance of impactful action verbs.

#### **Day 6: Interview Preparation and Mock Interview (04/09/2025)**

The final day addressed interview preparation skills. Participants received guidance on researching companies and understanding job descriptions. The session covered common interview questions and effective strategies for answering them. Mock interviews provided a practical experience, and participants received personalized feedback on their performance. Mock interviews were conducted by **Mr. Vishal Waghmare** Program Manager, Reliance Foundation, Pune.

The six day soft skill training program provided participants with essential life and career skills. Through interactive sessions and practical activities, they enhanced their communication, teamwork, leadership, presentation, goal-setting, self-introduction, and interview skills. The program successfully contributed to the personal and professional development of the participants, preparing them for future academic and career opportunities.

The active participation of all students is reflected through their enthusiasm and interest throughout the session. By the end of the day, participants felt more confident in their ability to approach complex challenges with a structured mindset. A total of 70 students were present for the session. The successful coordination of the session by **Ms. Srushti Phadtare** and **Dr. Ganesh Nigade**, Training & Placement cell officer, under the guidance of Principal **Dr. Rajashree Chavan**, reflects the dedication and commitment of the institute in providing holistic guidance and support to its students.

# Photos gallery



*P. Chavhan*

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