

CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY ISLAMABAD

CAPACITY BUILDING TRAINING



FALL
2024

CAREER SERVICES OFFICE

WRITTEN BY
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CAPACITY BUILDING TRAINING

FALL 2024



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**It's not what you
sell that matters
as much as how
you sell it!**

A total of eight training sessions were delivered, featuring esteemed industry experts who shared their valuable insights and practical experiences. The initiative yielded a remarkable attendance rate, with 334 graduating students participated out of 367, representing an impressive 91% attendance rate.

Career Services Office at CAPITAL UNIVERSITY OF SCIENCE AND TECHNOLOGY ISLAMABAD successfully conducted a comprehensive series of capacity-building training sessions for graduating students across three faculties, namely:

- Faculty of Management and Social Sciences
- Faculty of Computing
- Faculty of Health and Life Sciences

These sessions, held from October 11, 2024, to January 14, 2025, focused on equipping students with essential skills to enhance their employability, including:

- Resume writing
- Interview techniques
- LinkedIn networking
- Work ethics

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367



334



08

Total Graduating Students

In Fall 2024, 367 students as per attendance going to graduate from these faculties.

Total Attendance

The initiative yielded a remarkable attendance rate, with 334 graduating students participated.

Trainings

During the Fall 2024 semester, conducted a total of 8 capacity-building training sessions, specifically designed for graduating students.

This training initiative demonstrates Career Services Office's commitment to supporting students' transition into the workforce and enhancing their employability prospects.



CAPACITY BUILDING TRAINING

Dr. Ansar Ali Rajput

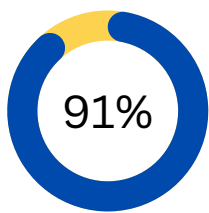
On October 11, 2024, Dr. Ansir Ali Rajput conducted a comprehensive training session for graduating students of the Faculty of Health and Life Sciences. The session focused on essential topics to enhance employability skills, including:

- Resume writing
- Interview skills
- Corporate etiquette
- LinkedIn networking



32 STUDENTS

HEALTH AND LIFE SCIENCES



Attendance

Additionally, Dr. Rajput emphasized the importance of entrepreneurship and provided a roadmap for career avenues, empowering students to explore diverse professional paths.

A total of 32 students attended the session out of 35 students representing a 91% attendance rate.

The session was highly engaging, and students greatly benefited from Dr. Rajput's expertise and guidance.

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We will spare no effort to meet the ambitions of our students to obtain world-leading education that qualifies them for current and future labor market requirements.

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DR. Raja Mazhar Hameed, Former MD NBF

As part of Career Services Office's ongoing training initiatives, Dr. Raja Mazhar Hameed, Former Managing Director of the National Book Foundation, conducted two separate training sessions with graduating students.

On October 30, 2024, Dr. Mazhar led a session with Accounting and Finance students, which achieved a remarkable 100% attendance rate, with all 39 registered students participating.

A second session, held on December 10, 2024, was conducted for BBA graduating students, with 34 students attending out of 42 registered participants.

Both sessions focused on essential topics to enhance employability skills and were deemed extremely useful by the students. Dr. Mazhar's vast experience of over 40 years, garnered from working across the globe, provided invaluable guidance and insights to the students.



Realizing skill development solutions that are necessary for meeting the challenges of the 21st century requires robust innovation and collaboration between key actors.



39 STUDENTS

ACCOUNTING AND FINANCE

34 STUDENTS

MANAGEMENT SCIENCE

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Saira Gabol (CHRO)

On November 5, 2024, the training session for graduating students of Computer Sciences Section 2 was conducted by Miss Saira Gabol, Chief Human Resource Officer (CHRO) of Khushhali Micro Finance Bank.

The session received an overwhelming response from students, with over 30 students from the Computer Sciences department voluntarily attending in addition to their regular class. The students greatly benefited from Miss Gabol's expertise and insights.

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We are committed to equipping our students and graduates with the skills and knowledge needed to thrive in the ever-evolving job market. In an era where rapid technological advancements and changing industries demand continuous learning and adaptation, upskilling and reskilling have become paramount

65 STUDENTS

COMPUTER SCIENCES - S 2

100%

The session received an overwhelming response, with a total of 65 graduating students attended. .

Miss Gabol, with her extensive experience in human resources, provided valuable guidance on essential topics, including:

- Resume writing
- Interview skills
- Corporate etiquette
- LinkedIn networking



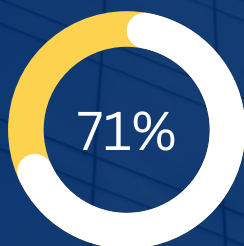
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On November 6, 2024, the Career Services Office organized a training session for Computer Sciences students Section 1. The session was conducted by the Manager HR from Contours Software, Islamabad.

A total of 39 students attended the session out of 55 registered participants, representing a 71% attendance rate.

The trainer delivered a comprehensive session, covering essential topics such as:

- Resume writing
- Interview skills
- Corporate etiquette
- LinkedIn networking



Attendance

39 STUDENTS

COMPUTER SCIENCES - S 1



Additionally, the trainer provided valuable insights into the skills required by the industry, highlighting areas where students should focus their development efforts. This guidance enabled students to gain a deeper understanding of the skills and competencies needed to succeed in their future careers.

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Mr. Shahid Jawad Khan, Director HR FF

On December 19, 2024, the training session for graduating students of BBA Section 1 was conducted by the Director of Human Resources from Fauji Foundation Headquarter Rawalpindi Mr. Shahid Jawad Khan.

All 38 registered students attended the session, demonstrating their keen interest in the topic.

The speaker delivered an engaging talk, covering essential subjects such as:

- Resume writing
- Interview skills
- Corporate etiquette
- LinkedIn networking

Additionally, the speaker emphasized the critical skills required by management graduates to succeed in the job market. He also provided valuable insights into:

- Applicant Tracking Systems (ATS)
- Latest tools and techniques used by HR professionals for talent acquisition

The session was highly interactive, and the students benefited greatly from the speaker's expertise and industry experience.

MANAGEMENT SCIENCES

38 STUDENTS

100% PRESENT



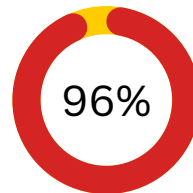
Attendance

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PSYCHOLOGY

Dr. Maria Mashkoor

49 STUDENTS
ATTENDED



On January 8, 2025, Career Services Office organized a training session for graduating students of Psychology. Dr. Maria Mashkoor conducted the session, which was attended by 49 students out of 51 students, representing a 96% attendance rate.



The session was highly informative and provided students with valuable guidance on transitioning into the job market. Dr. Mashkoor shared her expertise and insights, empowering students to navigate the professional world with confidence.

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The AI revolution is not on the horizon, it is already here. Its impact will be as profound as the Industrial Revolution or the Digital Revolution. Your organization must embrace this transformation or risk being left behind. The choice is clear: adapt or become irrelevant. The time to act is now.

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S&P Global HR Team

The Career Services Office concluded its Fall 2024 training series on January 14, 2025, with a session for graduating students of Software Engineering. The session was led by the S&P Global HR Team, headed by Ms. Hiba Khalid. The highly interactive session provided students with valuable insights into:

- S&P Global's overview and operations
- Career opportunities within the organization
- Essential skills for professional success

In addition to these topics, the guests also covered the core training subjects, including:

90 % STUDENTS SOFTWARE ENGINEERING

- Resume writing
- Interview skills

The session was a resounding success, equipping students with practical knowledge and expertise to navigate the professional world.

38 STUDENTS ATTENDED

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01. Dr. Maria Mashkooor

02. Shahid Jawad Khan, Additional Director of HR at Fauji Foundation

03. Manager HR Contours

04. Miss Saira Gabol (CHRO) of Khushhali Micro Finance Bank.

05. Hiba Khalid, Manager HR S&P Global, USA

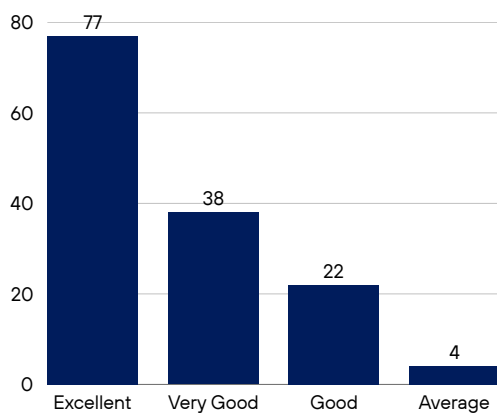
06. Dr. Ansar Ali Rajput

07. Raja Mazhar Hameed , Former Managing Director of the National Book Foundation,

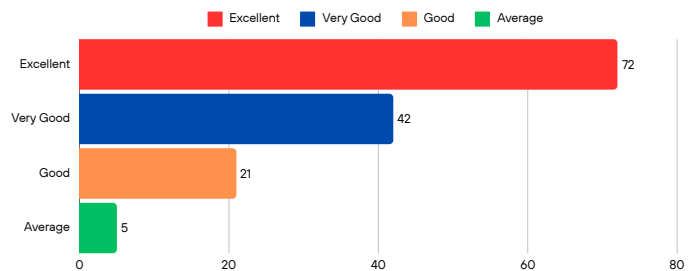
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TRAINING FEEDBACK

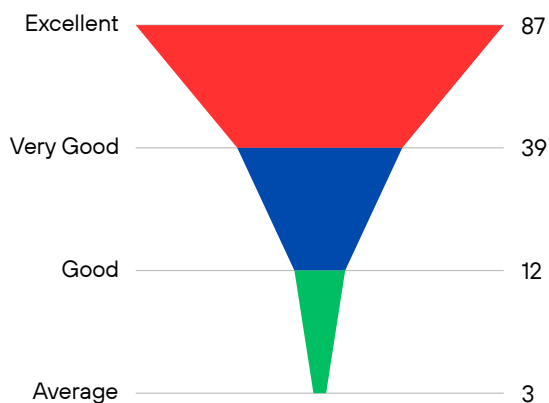
Rate CBT Initiative



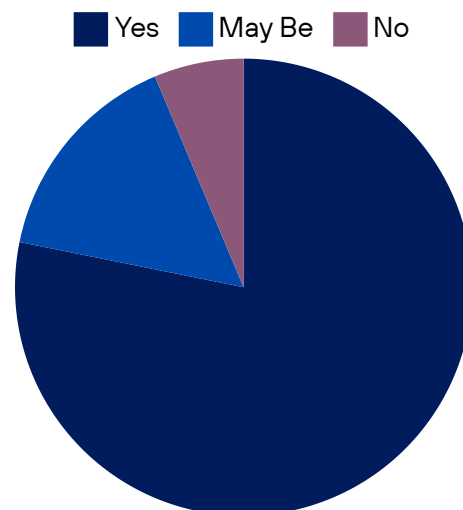
Rate Training Content



Rate Your Trainer



Satisfaction Level





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CONCLUSION

Career Services Office successfully conducted a series of training sessions for graduating students across various disciplines during the Fall 2024 semester. A total of 8 sessions were organized, covering essential topics such as resume writing, interview skills, corporate etiquette, and LinkedIn networking.

These sessions were led by renowned industry experts and professionals, providing students with valuable insights and practical knowledge to enhance their employability skills. The overwhelming response from students, with a total attendance of 367 participants, demonstrates the effectiveness and relevance of these training initiatives.

Career Services Office is committed to continuing such initiatives, bridging the gap between academia and industry, and empowering students to succeed in their future careers.