

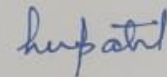
SHETH T. J. EDUCATION SOCIETY'S
SHEETH N.K.T.T. COLLEGE OF COMMERCE AND
SHETH J.T.T COLLEGE OF ARTS, THANE

Date-10/06/2021

STAFF NOTICE (NON-TEACHING STAFF)

All the clerical staff are hereby informed that there is Workshop on Short Term Administrative Training Program on "Advance Office Management for Data Collection and Centralize Storage" from Resource person Ms. Vrushali Ghodke and Mr. Kiran More on 18th June, 2021 at 11.00am to 1.00pm.

It is Compulsory to attend the training to all the clerical staff.



Office Superintendent

SHETH T. J. EDUCATION SOCIETY
SHETH N. K. T. T. COLLEGE OF COMMERCE AND
SHETH J. T. T. COLLEGE OF ARTS, THANE

Work Shop

On
Short Term Administrative Training Program on
"Advance office Management for Data Collection
&
Centralized Storage"

Resource Persons: 1) Mr. Kiran More
2) Ms. Vrushali Ghoshke

Dr. Yogeshwar Patil
Coordinator

Dr. Shalini
Kulkarni



