

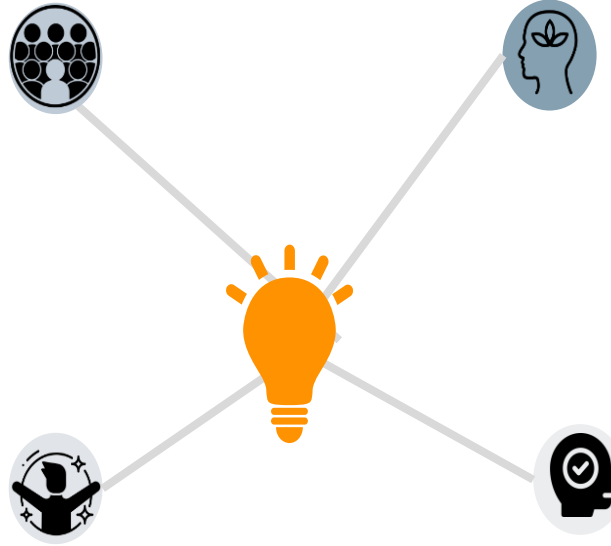


Footprints Learning's Soft Skills and Interview readiness programs

- ❖ Personal Confidence
- ❖ Confidence to participate in meetings
- ❖ Self-confidence for a successful Job Interview

Personality Development

Helps individuals develop an impressive personality and makes them stand apart from the rest. It also plays an essential role in improving one's communication skills.



Goes a long way in reducing stress and conflicts. It encourages individuals to build a positive perspective towards life.

Grooms an individual and helps him/her make a mark of his/her own. Individuals need to have a style of their own for others to follow them.

Helps an individual develop a positive attitude in life. An individual with a negative mindset perceives a problem in every situation.



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Personality development helps an individual to **inculcate positive qualities** like punctuality, flexible attitude, willingness to learn, friendly nature, eagerness to help others and so on.

Personality is nothing but the aggregate conglomeration of **memories and incidents** in an individual's entire life span. Environmental factors, family background, financial conditions, genetic factors, situations and circumstances also contribute to an individual's personality.

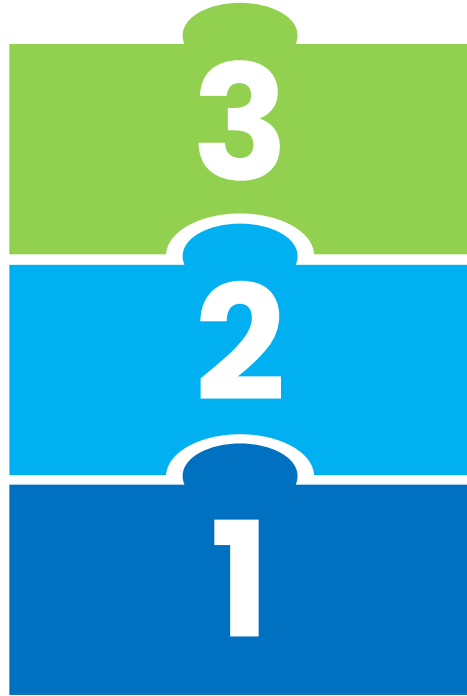
Personality also **influences** how we think, our beliefs, values and expectations. What we think about others is also impacted by our personality.

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Determinants of Personality

An individual's appearance, character, intelligence, attractiveness, efficiency, style determine his/her personality



Heredity

Heredity refers to factors that are determined once an individual is born. An individual's physique, attractiveness, body type, complexion, body weight depend on his/her parents' biological makeup



Environment

The environment to which an individual is subjected to during the growing years plays an important role in determining personality. The varied cultures in which we are brought up and our family backgrounds have a crucial role in shaping our personalities



Situation

An individual's personality also changes with current circumstances and situations. An individual would behave in a different manner when he/she has enough savings while his/her behaviour would automatically change when he/she is bankrupt



What truly defines and assesses our Personality and Character?

We must cultivate numerous behavioral strengths to integrate them into our inner selves:



Smile a lot



Think positively



Dress Sensibly



Be soft-spoken



Leave your ego behind



Avoid Backbiting



Help others



Confidence



Courage



Honesty



Leadership



Patience



Trust



Courage



Interview Training for Corporate HR Round

The primary objective is to instill confidence in aspiring career executives, encouraging them to believe in themselves in a balanced and mature manner as they prepare for job interviews.

- ❖ Punctuality
- ❖ First impression
- ❖ Attire & dressing etiquette
- ❖ Grooming & personal hygiene
- ❖ Items to carry for interview
- ❖ Walking in & greeting skills
- ❖ Posture & demeanour
- ❖ Listening skills
- ❖ Response to questions
- ❖ Eye contact with all panel members
- ❖ Acknowledge not knowing an answer
- ❖ Ask relevant questions, if any
- ❖ Exit, greetings & thanks



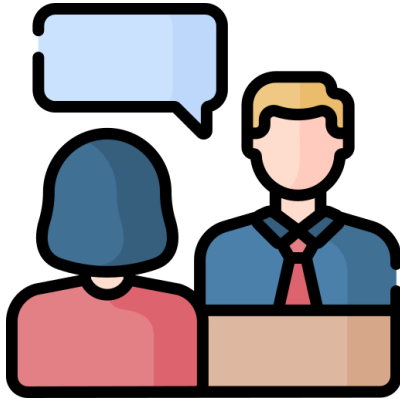
Evaluation Factors

- ❖ First impressions
- ❖ General concepts
- ❖ Logical reasoning
- ❖ Life as an Executive
- ❖ Communication skills
- ❖ Demeanour
- ❖ Industry knowledge

- Program Fee: One - One: INR 15000 plus GST @18% - INR 17700
- Program Fee: In a Group: INR 6000 plus GST @18% - INR 7080
- Duration: 4 sessions over 1 week, 90 minutes each



Training for job interview in a specific Industry or Company



- ❖ Personality & soft skills
- ❖ Interview skills
- ❖ Group discussion & Group task skills
- ❖ Specific company knowledge
- ❖ Industry knowledge
- ❖ Job function knowledge
- ❖ Challenges of a career in the industry
- ❖ Mock interview

- Program Fee: One – One - INR 12000 plus GST 18% - INR 14160
- Program Fee: In a Group - INR 6000 plus GST 18% - INR 7080
- Duration: 3 sessions over 2/3 days, 90 minutes each



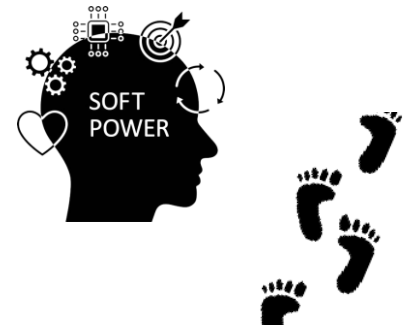
Soft Skills and Personality Development – Basic Skills

The core deliverable is to build awareness among aspiring individuals to believe in themselves in a balanced and mature manner, build self respect and respect for others

- ❖ Team skills
- ❖ Dining etiquette
- ❖ Life as a working executive
- ❖ Customer Relationship Management
- ❖ Time management
- ❖ Business communication
- ❖ Internal communication
- ❖ Dressing etiquette
- ❖ Personal hygiene
- ❖ Introduction and greeting skills
- ❖ Communication skills
- ❖ Listening skills
- ❖ Team skills
- ❖ Self confidence
- ❖ Marketing yourself
- ❖ Writing skills
- ❖ Punctuality
- ❖ Respect
- ❖ Gender sensitivity

A Launch offer: This Program includes 2 free interview training sessions available for a period of 3 years from date of start of Program – an interview call letter needs to provided

- Program Fee: One - One: INR 15000 plus GST @18% - INR 17700
- Program Fee: In a Group: INR 10000 plus GST @18% - INR 11800
- Duration: 10 sessions over 2/3 weeks, 90 minutes each
- Project presentations in 3 of the 10 sessions



Soft Skills and Personality Development – Advanced Skills

- ❖ Presentation skills
- ❖ Attitude understanding & management
- ❖ Feedback acceptance & management
- ❖ Brand skills & management
- ❖ Cross border skills
- ❖ Customer approach
- ❖ Work life balance
- ❖ Leadership skills & management
- ❖ Listening skills
- ❖ Art of negotiation
- ❖ Management of meetings
- ❖ Time management & punctuality
- ❖ Cultural awareness
- ❖ Cultural sensitivity & management
- ❖ Self confidence
- ❖ Communication skills
- ❖ Conversation skills
- ❖ Business etiquette
- ❖ Dining skills
- ❖ Team building skills
- ❖ Gender sensitivity
- ❖ Adaptability skills
- ❖ Group & meeting skills
- ❖ Decision making
- ❖ E-mail writing
- ❖ Team management



- Program Fee: One - One: INR 25000 plus GST @18% - INR 29500
- Program Fee: In a Group: INR 15000 plus GST @18% - INR 17700
- Duration: 15 sessions over 4 weeks, 90 minutes each
- Discussions and presentations in 5 of the 15 sessions





References

Capt. Sivasurya, First Officer, IndiGo

"I met Mr Jeyadev for the first time , few years back during one of my Interview rounds with my Airline. He was very kind and approachable from the first moment we met and he assisted me to keep my confidence up through-out the day. Since then, he has always kept in touch with me to check on my career progress. He has a motivating personality. Now I am currently Flying as a First officer in an Airline, fulfilling my dreams."

Capt. Parul Pande, First Officer, IndiGo

"I quite remember you well so thought to share my thoughts.

I met Jeyadev at the airline selection process, he has a pleasant personality and is an easily approachable person.

I was about to be called for my interview turn and then I see his assuring and compassionate smile, which makes me feel calm and confident.

'Here's to those who inspire you and don't even know it'" would be few perfect words about Jeyadev.

Since then, he has always been there if I am looking for the best advice.."

Nidhi Jagdish Ahuja, First Officer, IndiGo

"I met Mr. Jeyadev for the first time, few years back during one of my Interview rounds for my Airline Job. He was very kind and approachable from the first moment we met and he assisted me to keep up my confidence through-out the day. Since then, he always kept in touch to check on my career progress. He has a motivating personality. I am currently Flying as a First officer in an Airline, fulfilling my dreams."

Piyush Mehndiratta, CPL Cadet, Chetak FTO 2022

"The workshop was extremely interesting and useful. Jeyadev Parthasarathy sir and Bodhisatya Datta sir gave me tools to improve my communication with everyone I work with: students, staff and faculty. Jeyadev sir presents the material with expertise, humour and genuineness. he is a great teacher, lecturer, and a Professor to me, and I fully enjoyed his classes, he explained everything in detail and made it easier for me to understand. The materials provided were really helpful. Quality of the content was excellent. Nice balance of theory and practical. Now I feel confident to handle different situations that come knocking at my door. Thanks so much for your very valuable training. I really enjoyed it and appreciated that you made it fun! I feel much better prepared to deal with uncomfortable issues. And Thank you for your wisdom, experience and personable presentation."



Footprints Learning, Professional Trainer

Jeyadev Parthasarathy

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Jeyadev has trained and counselled young professionals to build the personality skills and be prepared for job interviews. The focus area for personality development and interview readiness during the last 25 years has been in the Corporate world across many industries, some of them being Finance and Banking, Outsourcing Industry (BPO/KPO) and Aviation.

Jeyadev has been a promoter and an active member of two Training Ventures: Director, CIMS (Centre for Image Management Studies) and Director, SkillSpan (Skill building for professionals in Knowledge Process Outsourcing Industry). Jeyadev has also mentored and counselled professionals from junior to senior management through their professional career.

During the rapid industrial growth in India from 1994 to 2020 Jeyadev worked in the Headhunting and Executive Placement Industry. He has been working actively across all industries and with entrepreneurial Start-ups to help build their Teams. Jeyadev has prepared over 2000 individuals for their Corporate interviews across all levels, from entry level professionals going for their first interview to CEOs and CXOs of small to large Corporates.



Footprints Learning, Professional Trainer

Bodhisatya Datta

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Bodhisatya has dedicated years to mentoring team members and providing external training. Additionally, he has focused on conducting research, writing detailed reports, and presenting them with exceptional quality. This included working with a wide variety of internal and external teams, stakeholders and clients that require excellent verbal and written communication, appropriate self-presentation and demonstrated compatibility to work with people from diverse regions, ethnicity, cultural and economic backgrounds and hierarchy.

Bodhisatya has worked with large internal and external teams and clients. He has proactively managed potential conflicts and ensured strict conformance to protocols and also comply with time management requirements for effective delivery of outputs.

Bodhisatya brings more than 23 years of work experience with a wide variety of organizations such as government, consulting firms, multi and bilateral donor agencies like USAID, DFID, UNDP and World Bank around issues related to environment, energy, climate change, workplace safety and sustainability.



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