

To build an effective audit format for assessing how well an institute supports job placement and leverages technology with both qualitative and quantitative metrics

Institute Job Placement & Employability Audit Form

Section 1: Basic Institute Information

- Name of Institute: KC Institute of Hotel Management
- Location: Pandoga , UNA
- Accreditation & Affiliations: HPTU Hamirpur
- Contact Person: Mr. Rajat Choudhary
- Designation: AP
- Email: hmctpandoga@kcinstitutes.com
- Phone Number: 9805095112

Section 2: Employment Training & Skill Development

1. **Does the institute provide technology-based employment training programs?**
(Yes/No)

Response : No

2. **If yes, what types of training are offered?** (Check all that apply)
 - AI-based skill assessments
 - Online skill development courses
 - Virtual job-readiness programs
 - AI-driven resume-building tools
 - Other (Please specify)
3. **What percentage of students undergo employability training before graduation?**
(Dropdown: 0-20%, 21-40%, 41-60%, 61-80%, 81-100%)

Response : 81-100%

4. **Does the institute use data analytics to track student skill development?** (Yes/No)

Response : NO

Section 3: Job Connection & Placement Support

5. **Does the institute use AI-based job matching platforms to connect students with employers?** (Yes/No)

Response : NO

6. **What methods does the institute use to connect students with job opportunities?**
(Check all that apply)
 - AI-powered job recommendation systems
 - Industry partnerships & tie-ups
 - On-campus placement drives
 - Internship facilitation

- Alumni job referral networks
- Other (Please specify)

Response : Industry Partnership & tie-Ups & On – Campus Placement Drives

7. Does the institute track students' job placement post-graduation? (Yes/No)

Response : Yes

8. What is the percentage of students placed within six months of graduation?
(Dropdown: 0-20%, 21-40%, 41-60%, 61-80%, 81-100%)

Response : 81-100%

Section 4: Employability Insights & Career Guidance

9. Does the institute provide AI-driven employability analytics to students?
(Yes/No)

Response : NO

10. What types of employability insights are shared with students? (Check all that apply)

- Career readiness scores
- Industry demand trends for skills
- Personalized job fitment analysis
- Salary benchmarking reports
- Other (Please specify)

Response : Industry demand trends for skills

11. Are career counseling and mentorship programs available? (Yes/No)

Response : Yes

12. If yes, how are they delivered? (Check all that apply)

- AI-based virtual career coaching
- One-on-one mentoring sessions
- Group career counseling
- Other (Please specify)

Response : Group career counseling

Section 5: Technology Integration & AI Utilization

13. Which of the following technologies does the institute use for job placement support? (Check all that apply)

- AI-driven job matching platforms
- Chatbots for career guidance
- Automated resume screening tools

- AI-powered skill gap analysis
- None of the above

Response : None Of the Above

14. Does the institute have a dedicated digital platform for job placement support?
(Yes/No)

Response: No

15. Does the institute collaborate with external AI-based employment platforms?
(Yes/No)

Response: No

16. What percentage of students actively use digital job placement tools provided by the institute? (Dropdown: 0-20%, 21-40%, 41-60%, 61-80%, 81-100%)

Response: 0-20%

Section 6: Challenges & Recommendations

17. What are the major challenges the institute faces in integrating technology for job placements? (Open-ended)

Response : Institutions face several challenges when integrating technology to improve job placements, including budget constraints, infrastructure limitations, and a lack of sufficient training for both students and staff. Additionally, there can be a mismatch between the skills taught in the curriculum and the demands of the industry, requiring ongoing adaptation.

Here's a more detailed look at the challenges:

1. Financial and Resource Constraints:

Limited funding:

Institutions may struggle to allocate sufficient resources for technology infrastructure, software, and professional development for staff, hindering the effective implementation of technology-driven placement services.

Inadequate infrastructure:

Lack of reliable internet access, sufficient computer labs, and updated technology can limit the ability to utilize online placement platforms and resources effectively.

2. Training and Skill Gaps:

Lack of training for students and staff:

Both students and placement officers may lack the necessary skills to effectively utilize online job boards, resume builders, interview preparation tools, and other technology-based resources.

Mismatch between academic curriculum and industry needs:

Institutions may need to adapt their curriculum to better align with the technological skills and tools required by employers, potentially requiring additional training for both faculty and students.

3. Practical Challenges:

Logistical issues:

Technology can create logistical hurdles, such as managing online interviews, verifying student credentials, and ensuring data privacy during the recruitment process.

18. What additional support would help the institute improve its placement outcomes? (Open-ended)

Response :

To significantly improve placement outcomes, the institute should focus on strengthening student preparedness, building robust industry connections, and optimizing the placement process itself.

Scoring System for Ranking Institutes

The scoring system will assign weighted points based on responses. Here's a breakdown:

Category	Total Points	Weightage (%)
Employment Training & Skill Development	20	20%
Job Connection & Placement Support	30	30%
Employability Insights & Career Guidance	20	20%
Technology Integration & AI Utilization	20	20%
Challenges & Recommendations (Open-ended - Not scored)	0	0%

Scoring Breakdown for Each Section:

- 1. Employment Training & Skill Development (20 Points)**
 - Provides AI-based skill assessments (5 Points)
 - Offers virtual job-readiness programs (5 Points)
 - Uses analytics to track student skill growth (5 Points)
 - Trains > 80% of students before graduation (5 Points)
- 2. Job Connection & Placement Support (30 Points)**
 - Uses AI-based job matching platforms (5 Points)
 - Facilitates industry tie-ups (5 Points)

- Has structured on-campus placement drives (5 Points)
- Tracks student job placements (5 Points)
 - 60% students placed in 6 months (10 Points)
- 3. **Employability Insights & Career Guidance (20 Points)**
 - Provides career readiness scores (5 Points)
 - Gives industry demand trends for skills (5 Points)
 - Offers AI-driven personalized job fitment analysis (5 Points)
 - Has career counselling and mentoring (5 Points)
- 4. **Technology Integration & AI Utilization (20 Points)**
 - Uses AI-driven job matching, resume screening, or chatbots (5 Points)
 - Has a dedicated digital platform for placements (5 Points)
 - Collaborates with external AI-based employment platforms (5 Points)
 - 60% students actively use digital tools (5 Points)

Final Score Calculation & Ranking

- Institutes will receive a total score out of **100**.
- Rankings will be assigned as follows:
 - **90-100 → Platinum Institute (Best-in-Class)**
 - **75-89 → Gold Institute (Highly Effective)**
 - **60-74 → Silver Institute (Moderate Support)**
 - **Below 60 → Basic Institute (Needs Improvement)**