



NATIONAL ENERGY SKILLS CENTER

Trinidad & Tobago Institute Of Technology (TTIT)

GR/04/084

2004, July 24

Esperanza Road,
Brechin Castle,
Couva.
P.O. Bag 957, Couva
Tel: (868) 636-4125/4115/5001
Fax: (868) 636-3339 (NESC)
(868) 636-4121 (TTIT)
(868) 636-6747 (Student Affairs)
E-mail: nescctt@tstt.net.tt

Dear Sir/Madam,

RE: TRINIDAD AND TOBAGO INSTITUTE OF TECHNOLOGY -GRADUATES

The National Energy Skills Center (NESC) is a non-profit Foundation incorporated in 1997, specializing in the training and development of national for the energy and industrial sectors of Trinidad and Tobago. It is a partnership between major industries and the Government of Trinidad and Tobago.

The Trinidad and Tobago Institute of Technology is a division of the NESC with responsibility for the delivery of 2-1/2 yr. Diploma in Technology and 4 yr. Bachelor of Applied Technology programs in all the industrial engineering areas and in the information Technologies. The Institute also offers 1yr Certificate program in specialized areas as well Continuous professional Development short courses for Technicians, Supervisors and Engineering Professionals.

At this time we would like to take this opportunity to inform you that graduates from the programs indicated below are currently available for employment.

♦ Petroleum Engineering Technology	♦ Electrical Engineering Technology
♦ Chemical Engineering Technology	♦ Electronics Engineering Technology
♦ Industrial Instrumentation Technology	♦ Telecommunications Technology
♦ Mechanical Engineering Technology	♦ Computer Technology
♦ Computer Engineering Technology	♦ Certificate in Process Operations

If your company requires dedicated, well-trained staff that can hit the ground running please contact us, we will be more than will to supply you with a list of our graduates together with their resumes.

We look forward to a positive and favourable response. Feel Free to contact our office at 636-4125 extensions 3059/ 3089 and 4105 for further information.

We can also be contacted via email at the following address: Mohammedr@ttit.edu.tt, Raddays@ttit.edu.tt, Landeaut@ttit.edu.tt

Yours sincerely,

MR. RAUL MOHAMMED
PLACEMENT OFFICER



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Trinidad & Tobago Institute Of Technology (TTIT)

Ref: NESC.TTIT.DSA.0299/2004

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Dear Sir/Madam,

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RE: CO-OP PLACEMENT

We are happy to inform you that students from the following disciplines will soon be ready for placement and will be available to you for selection to commence a semester of industry training.

- ❖ *Chemical Engineering Technology*
- ❖ *Petroleum Engineering Technology*
- ❖ *Industrial Instrumentation Technology*
- ❖ *Computer Technology and Computer Engineering Technology*
- ❖ *Electrical and Electronics Engineering Technology*
- ❖ *Telecommunications Technology*
- ❖ *Mechanical Engineering Technology*

Attached is a form listing the disciplines that are available and their current status. **Kindly complete the attached 'Co-op Work Experience Participation Form'**, indicating your preference for each of the following disciplines as well as the number of students per discipline. Please note that the availability of any student will be subject to his/her attainment of the stipulated mid-semester Grade Point Average (GPA), which is typically a reliable measure of performance to the half way point and a reasonable indicator of likely performance for the rest of the semester.

We shall be happy to arrange the necessary interviews. Alternatively, we are willing to make selections on your behalf based on the mid-semester Grade Point Average (GPA).

Please note that the duration of training at your company will be for one (1) semester, which is a four (4) month period from **September 6th – December 24th 2004**.

We look forward to receiving your completed response and a brief description of the position/s to be offered to the students at your earliest convenience.

We appreciate and commend you for your contribution in providing a structured environment for further learning and a stipend to help offset travel and incidental expenses incurred by the students. We see this as a long-term investment in human development and offer the services of the Placement Office for future recruitment by your organisation. Please feel free to contact us regarding any questions or comments you may have.

Sincerely

Raul Mohammed

Placement Officer, TTIT

Tel.: 636-4125 ext. 3089

E-mail: co-op-placement@ttit.edu.tt or mohammedr@ttit.edu.tt

or landeaut@ttit.edu.tt, raddays@ttit.edu.t



Trinidad and Tobago Institute of Technology

Co-op Work Experience Participation Form

2004 July 24

◆ Please complete and return completed form to:
Trinidad and Tobago Institute of Technology
Co-op Placement Office,
Esperanza Road,
Brechin Castle
Couva.

ENGINEERING TECHNOLOGY DIPLOMA LEVEL

1. Is your company interested in participating in Co-op training for the period **September 6th to December 24th 2004?**

Yes

No

► *Students available for the indicated period have completed two (2) academic semesters to date. Please indicate your program/s of interest and the respective number/s of student/s you will accept.*

(Please specify the disciplines of interest (Tick ✓) (Please indicate the number of students per discipline)

Computer Engineering Technology	<input type="checkbox"/>	No. of student/s _____
Computer Technology	<input type="checkbox"/>	No. of student/s _____
Chemical Engineering Technology	<input type="checkbox"/>	No. of student/s _____
Petroleum Engineering Technology	<input type="checkbox"/>	No. of student/s _____
Industrial Instrumentation Technology	<input type="checkbox"/>	No. of student/s _____
Electrical Engineering Technology	<input type="checkbox"/>	No. of student/s _____
Electronics Engineering Technology	<input type="checkbox"/>	No. of student/s _____
Telecommunications Technology	<input type="checkbox"/>	No. of student/s _____
Mechanical Engineering Technology	<input type="checkbox"/>	No. of student/s _____

Completed by: _____
NAME (Block Letters)

JOB TITLE

SIGNATURE

DATE