

# Management, Entrepreneurship and Professional Skills

## Post Graduate Diploma in Operation Management

### Course Introduction

Operations management is an area of business concerned with the production, designing and controlling the production of goods and services, it involves the responsibility of ensuring that business operations are efficient in terms of using as little resource as needed, and effective in terms of meeting customer requirements. Also, It is concerned with managing the process that converts inputs (in the forms of materials, labour and energy) into outputs (in the form of goods and services). Operation management covers sectors like banking systems, hospitals, companies, working with suppliers, customers, and using technology. Operations is one of the major functions in an organization along with supply chains, marketing, finance and human resources. The operations function requires management of both the strategic and day-to-day production of goods and services.

### Eligibility for Admission

Any Graduates with a recognized University having a flair for numbers can apply.

### Employability/ Skill Enhancement

- Skills for Recognizing and Addressing Customer Requirements.
- Understanding and Management of

employees for better productivity.

- Understanding of the processes involved in product development in order to aid in the creation of new goods, supervise the quality assurance of produced units, and keep tabs on budgets.
- Being able to analyze the data and information needed to make business process judgments and plan strategically.
- Learning skills to keep track of expenditures and revenues and forecasting future output costs and profits.
- Developing interpersonal skills in order to communicate with colleagues, personnel, and other people on an ongoing basis.

### Career Prospects

The employability prospectus in this field has wider options like operation manager, production manager, inventory manager, quality manager, purchase administrator, sales-order processing administrator, logistics supervisor, logistics manager, supply chain manager, transport manager, purchase manager, etc.

### Semester-wise Listing of Courses

| SEMESTER I   |                                     |         |
|--------------|-------------------------------------|---------|
| Subject Code | Subject Name                        | Credits |
| PGDOM 1.1    | Operation management                | 4       |
| PGDOM 1.2    | Operation strategy                  | 4       |
| PGDOM 1.3    | Demand And Business Forecasting     | 4       |
| PGDOM VP     | Vocation Practical OJT / Internship | 14      |
| PGDOMP 1     | Project                             | 4       |

| SEMESTER II  |                                     |         |
|--------------|-------------------------------------|---------|
| Subject Code | Subject Name                        | Credits |
| PGDOM 2.1    | Total Quality Management            | 6       |
| PGDOM 2.2    | Business Process Modeling           | 2       |
| PGDOMVP 2    | Vocation Practical OJT / Internship | 14      |
| PGDOMP 2     | Project                             | 4       |

**Programme fees:** Rs. 1,50,000/-per annum

**Examination fees:** Rs.2,500/- per semester and Rs. 5000 per annum

**Caution Deposit (Refundable):** Rs.5000