

University Grants Commission

Appendix- XVIII

Information about the Non- Teaching staff

Department - Finance

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
1	Mr.J.S.Arora	Finance Officer	63	M.A(English),CAIIB, PGDFT	37400-67000+AGP 10000	1.8.2011	Yes

Department- Registrar office

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
2	Mr. Anil Singh Mathur	Registrar	62	A.M.I.E., M.Tech, LLB	37400-67000+AGP 10000	1.6.2011	Yes
3	Mr. Dharmender Arora	Deputy Registrar	41	MBA, B.A, Certificate in computing	15600-39100+AGP- 7600	1.7.2011	Yes

4	Mr.Krishna Nand Shukla	Sr.HR-Executive	62	B.Sc	9300-34800+AGP-4200	7.12.2011	Yes
5	Ms.Gurleen Pahwa	HR- Executive	25	MBA, BBA	9300-34800+AGP-4200	1.8.2011	Yes
6	Mr.Sushil Halder	Academic Coordinator	30	B.Com(Pursuing)	9300-34800+AGP-4200	1.7.2011	Yes
7	Mr.Mukesh Kumar	Office Executive	44	Graduation	9300-34800+AGP-4200	23.8.2011	Yes
8	Mr.Ankur Agrawal	HR- Executive	26	MBA, B.Com, Certificate in Computer	5200-20200 + AGP 2400	1.8.2012	Yes

Department- HR

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
9	Ms.Shilpi Chandra	Director-HR	39	M.S.W, BA(Economic) Hons	37400-67000	2.4.2012	Yes
10	Mr.Anand Joshi	Office Assistant	35	Graduate	5200-20200 + AGP 2400	16.7.2012	Yes

Department- Administration

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
11	Mr.Vinod Prakash	Manager-Administartion	40	Graduation -Equivalent Certificate from , Ministry of defence	15600-39100+AGP-5400	10.6.2011	Yes
12	Ms.Megha Varshney	Senior Executive-Systems	24	MBA(Pursuing), B.Sc	9300-34800+AGP-4200	20.6.2011	Yes
13	Akhilesh K.Karn	Graphic Designer	28	B.Com(H), diploma in Computer Multimedia		1.11.2011	Yes

14	Mr.Nagendra Singh Sirola	Senior -Executive- Systems	25	PGDMM	9300-34800+AGP-4200	2.12.2011	Yes
15	Mr.Satish Chandra Bhati	Supervisor(Civil)	36	Diploma in Civil,	5200-20200 +AGP-2400	1.2.2012	Yes
16	Mr.Pawan Saxena	Admin Officer	48	M.A(Sociology)	15600-39100+AGP-5400	2.4.2012	Yes
17	Mr.Anil Dinanathram Gupta	Chief Engineer	39	Mba, B.E(Electrical)	37400-67000	21.9.2012	Yes

Department- Assests Management

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
18	Mr. Ashok Tyagi	Head Assets & Requisition	35	MA(Eco.), PGDBA	9300-34800+AGP-4200	15.9.2011	Yes
19	Mr.Debjit Nandi	Office Executive	49	Graduate	5200-20200 +AGP-2400	7.5.2012	Yes
20	Mr.Vikas Kumar Jha	Office Assistant	21	B.Com(Pursuing)	5200-20200 +AGP-1900	1.9.2012	Yes

Department- MBA/BBA Office

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
21	Mr.P.R.Manoj	Administrative Assistant	33	M.Div	9300-34800+AGP-4200	1.9.2011	Yes

Department- ERP

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
22	Mr.Raghuvansh Kumar	Office Assistant	25	B.A,PGDCA	5200-20200 +AGP-1900	24.8.2012	Yes
23	Mr.Pranav Kumar	Office Assistant	34	B.A	5200-20200 +AGP-1900	28.8.2012	Yes
24	Mr.Prashant Kumar	Office Assistant	30	MBA,M.Com,B.Com	5200-20200 +AGP-1900	6.9.2012	Yes

25	Mr.Ankush Gaud	Office Assistant	24	B.Com	5200-20200 +AGP-1900	6.9.2012	Yes
26	Mr.Nivas Kumar Jha	Office Assistant	19	B.Com (Pursuing)	5200-20200 +AGP-1900	1.9.2012	Yes

Department- IT

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
27	Mr.Mahesh Kandwal	AVP- IT	51	MBA- IT	37400-67000	18.6.2012	Yes

Department- VC Office

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
28	Ms.Sunita Sethi	Office Executive	48	Diploma course in Secreterial Practices, Graduation	9300-34800+AGP-4200	3.4.2012	Yes
29	Ms.Deepti Sehgal	Secretary	34	B.Com	9300-34800+AGP-4200	24.9.2012	Yes

Department- Pro-VC Office

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
30	Ms.Shweta Sukhija	Office Executive	26	B.Com	9300-34800+AGP-4200	23.7.2012	Yes
31	Mr.Rohit Khosla	Executive Assistant	37	BHM	15600-39100+AGP-5400	25.9.2012	Yes
32	Mrs. Ibtissam Shaikh	Co-Curricular & Communication Coordinator	31	Diploma in Advertising multimedia & broadcasting, BB(H) International Business	9300-34800+AGP-4200	16.10.2012	Yes

Department- Exam Cell

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
33	Mr.Rajesh Tandon	Deputy Controlller of Exam,	34	MBA,Ph.D(pursuing)	15600-39100+AGP-7600	1.9.2011	Yes
34	Mr.Lavesh Mishra	Office Executive	32	MBA(marketing)	9300-34800+AGP-4200	1.9.2011	Yes
35	Ms. Meena Kumari	Office Executive	29	Pursuing MBA,Graduation	9300-34800+AGP-4200	26.9.2011	Yes
36	Mr.Suresh Chandra	Office Executive	40	M.A(Sociology),B.A	9300-34800+AGP-4200	1.11.2011	Yes
37	Mr.Devesh Bajaj	Office Executive	22	BBA	9300-34800+AGP-4200	5.1.2012	Yes
38	Amrendra Pandey	Office Executive	30	M.Com	9300-34800+AGP-4200	29.6.2012	Yes
39	Mr.Ganga Prasad	Office Executive	25	B.com	9300-34800+AGP-4200	22.8.2012	Yes

Department- Accounts

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
40	Mr.Vivek K Varshney	Accountant	33	CA(Inter), PGDBA	9300-34800+AGP-4200	20.6.2011	Yes
41	Ms.Roohi Naz	Deputy Accounts Officer	30	B.Com, FCA, DISA, IFRS	15600-39100+AGP-7600	20.12.2012	Yes
42	Mr.Vivek Kumar Prasad	Accountant	25	B.Com, MBA	9300-34800+AGP-4200	20.12.2012	Yes
43	Mr.Shiv Singh Chandel	Assistant Accountant	27	PGDM	5200-20200+ AGP-1900	20.12.2012	Yes
44	Mr.Rajeev Kumar Yadav	Assistant Accountant	21	Pursuing Graduation	4440-7440 + AGP-1300	8.9.2011	Yes
45	Mr.Shivraj Mehra	Office Assistant	33	B.A	4440-7440 +AGP-1300	28.5.2012	Yes
46	Mr.Alexander Vaidyan	Office Executive		B.A	5200-20200+ AGP-1900	1.2.2012	Yes

Department-Dean Office

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
47	Hem Chandra Joshi	Office Assistant	33	MA,BA	9300-34800+AGP-4200	8.8.2011	Yes
48	Ms.Poonam Chhabra	Office Executive	29	B.Com, Diploma in Digital Arts	9300-34800+AGP-4200	30.1.2012	Yes

Department-Chief Proctor/Dean Planning Office

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
49	Mr.Anuj Jaiswal	Office Executive	28	MBA,M.Com, PGDCA	9300-34800+AGP-4200	16.8.2011	Yes
50	Mr.Arun Shukla	Office Executive	26	Graduation	9300-34800+AGP-4200	10.10.2011	Yes
51	Ms.Ruchi Jain	Office Executive	31	B.A,NTT, MBA(Pursuing)	5200-20200 + AGP 2400	1.8.2012	Yes

Department- Library

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
52	Dr.Ashok Kumar Upadhyay	Assistant Librarian	34	Ph.D, M.L.I.Sc, B.L.I.Sc	15600-39100 +AGP-6000	12.8.2011	Yes
53	Mr. Kuldeep kishor	Assistant Librarian	42	M.Lib.Sc, B.Lib.Sc,M.A(Economics)	15600-39100 +AGP-6000	5.9.2011	Yes
54	Ms.Shazia Alvi	Assistant Librarian	33	M.Lisc,B.Lisc, M.A(eco), B.A(Eco)	5200-20200+ AGP-1900	14.9.2012	Yes
55	Mr.Birendra verma	Library Assistant	30	M.Lisc, B.Lisc, B.Com	5200-20200+ AGP-1900	26.9.2011	Yes
56	Mr.Puneet Srivastava	Library Assistant	27	M.Lib.Sc, B.Lib.Sc	5200-20200 +AGP-2400	12.8.2011	Yes
57	Ms.Vertika Bansal	Library Assistant	34	MBA, MA(Eng), M.Lib, B.Lib	9300-34800+ AGP-4200	27.9.2012	Yes

58	Mr.Pradeep Kumar Kaushik	Library Assistant	30	M.Lisc,B.Lisc, M.A, B.A	9300-34800+AGP-4200	27.9.2012	Yes
59	Ms.Aziz Fatma	Library Assistant	29	M.Lib.Sc, B.Lib.Sc,B.Sc(Hons)	5200-20200+ AGP-1900	8.10.2012	Yes

Department - International Relations

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
60	Ms.Anita Charles	Head International Relations	47	MBA, B.Com	37400-67000	12.9.2011	Yes

Department - Students Club

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
61	Ms.Vinnie Mathur	Head-Students Club	33	MBA,		12.09.2011	Yes

Department - Training & Placement

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
62	Dr.Ankit Gandhi	Training & Placement Officer	33	Ph.D,Pursuing MBA	37400-67000	4.1.2012	Yes
63	Mr.Manoj Sahani	Assistant Director-training & Placement	46	MBA	37400-67000	25.9.2012	Yes

Department - Humanities & Social Sciences

S.No	Name	Designation	Age	Qualification	CTC	Date of Appointment	Trained (Yes/No)
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64	Ms.Rakshika Srivastava	Co-ordinator	24	PGDM,B.Com	5200-20200+ AGP-1900	1.3.2013	Yes
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Department- ME

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
65	Manoj Kumar	Lab technician	40	ITI, B.A	5200-20200+ AGP-1900	8.8.2011	Yes
66	Pankaj Kumar Singh	Lab technician	34	M..E(Diploma), B.Tech	9300-34800 +AGP-4200	8.8.2011	Yes
67	Anil Chaudhary	Lab technician	30	B.E(Pursuing), Diploma in Engineering	5200-20200 +AGP-2400	8.8.2011	Yes
68	Manoj Kumar Gupta	Lab technician	38	M.Tech(Pursuing), B.E	9300-34800+ AGP-4200	16.8.2011	Yes
69	Mr. Mukesh Chandra	Lab technician	34	M.A, I.T.I, CT.I	5200-20200 +AGP-2400	26.9.2011	Yes
70	Mr.Sushil Karanwal	Lab technician	43	Diploma in Mechanical Engg	9300-34800 +AGP-4200	23.1.2012	Yes
71	Mr.Deshraj Singh	Lab technician	35	I.T.I	5200-20200+ AGP-1900	10.9.2012	Yes
72	Mr.Aaftab Ahmad	Lab technician	30	3 Years Diploma in Mechanical engg, Pursuing B.E	5200-20200 +AGP-2400	11.9.2012	Yes
73	Mr.Arvind Kumar Singh	Lab technician	41	Diploma in Mechanical Engg	5200-20200+ AGP-1900	26.9.2012	Yes
74	Mr. Vijay Veer Singh	Lab technician	23	Diploma in ITI	5200-20200+ AGP-1900	18.10.2012	Yes

Department- CSE

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
75	Om Prakash	Lab technician	32	MCA, MCSE, Linux	5200-20200 +AGP-2400	8.8.2011	Yes

76	Lokesh Kumar Ruhela	Lab technician	35	MCA, MSC, BSC	5200-20200 +AGP-2400	8.8.2011	Yes
77	RajKamal	Lab technician	27	MSC.IT, PGDCA, B.A	5200-20200 +AGP-2400	16.8.2011	Yes
78	Gaurav Nagarkoti	Lab technician	27	MCA, BCA	5200-20200 +AGP-2400	12.9.2011	Yes
79	Mr.Smruti Ranjan Behera	Lab technician	30	Diploma in CSE, B.E(CSE), RHCE	5200-20200 +AGP-2400	16.1.2012	Yes
80	Mr.Sumit Kumar	Lab technician	31	MCA	5200-20200 +AGP-2400	1.3.2012	Yes
81	Mr.Vishal Tomar	Lab technician	24	B.Tech(I.T)	5200-20200 +AGP-2400	2.7.2012	Yes
82	Mr.Ashutosh Pal	Lab technician	25	BCA,Pursuing MCA	5200-20200 +AGP-2400	23.7.2012	Yes
83	Mr.Shridhar Khatua	Lab technician	33	M.Tech(IT),M.Sc(IT),B.Sc	5200-20200 +AGP-2400	11.9.2012	Yes

Department- Physics/Chemistry

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
84	Mr.Neeraj Kr.Singh	Lab Technician	36	ITI	5200-20200+ AGP-2400	16.8.2011	Yes
85	Mr. Yogesh Kumar kalia	Lab Technician	30	B.Sc	9300-34800 +AGP-4200	26.9.2011	Yes
86	Mr.Rajeev Sharma	Lab Technician	30	B.Sc	5200-20200 +AGP-2400	14.2.2012	Yes
87	Mr.Alok Kumar	Lab Technician	29	MCA,B.Sc(Chemistry)	5200-20200 +AGP-2400	9.4.2012	Yes

Department- EEE

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
88	Mr.Lalji Maurya	Lab Technician	39	3 year diploma in Electrical Engg.	5200-20200+ AGP-2400	11.8.2011	Yes

89	Mr.Manuj Shukla	Lab Technician	22	B.Tech(EE)	9300-34800+ AGP-4200	26.12.2011	Yes
90	Mr.Kamlesh Kumar Mishra	Lab Technician	38	Diploma in Electronics,N.C.V.T, I.T.I,Wireman course, M.A, B.A	5200-20200 +AGP-2400	12.9.2012	Yes
91	Mr.Avnesh Suryavanshi	Lab Technician	24	B.Tech(EEE)	5200-20200 +AGP-2400	3.10.2012	Yes

Department- ECE

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
92	Mr.Shantanu Awasthi	Lab Technician	23	B.Tech	9300-34800+AGP-4200	16.1.2012	Yes
93	Ravi Shankar	Lab Technician	26	B.E(Medical Elect)	9300-34800 +AGP-4200	25.1.2012	Yes
94	Mr.Vishwajeet Kumar	Lab Technician	27	B.Tech	9300-34800 +AGP-4200	13.9.2012	Yes
95	Mr.Nishant Tripathi	Lab Technician	23	B.Tech	9300-34800 +AGP-4200	5.11.2012	Yes

Department- CIS

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
96	Mr.Sudhanshu Pandey	Lab technician	27	MCA	5200-20200 +AGP-2400	10.9.2012	Yes
97	Mr.Abhishek Kumar Pal	Lab technician	29	MCA	5200-20200 +AGP-2400	10.9.2012	Yes

Department- Media & Communication

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
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98	Mr.Ankit Alok srivastava	Lab technician	26	BJMC	9300-34800+AGP- 4200	19.9.2012	Yes
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Department- Civil Engineering

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
99	Mr. Bhaskar Suntha	Lab technician	22	Diploma In CE	5200-20200+ AGP- 1900	17.10.2012	Yes

Department- Sports & Physical Education

S.No	Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained (Yes/No)
100	Mr. Sudheesh Kumar	Director- Sports & Physical Education	38	M.P. Ed, B.P. Ed		05.12.2012	Yes

OUTSOURCED STAFF

House Keeping		
	Executive	1
	Supervisor	4
	House Keeper	42
	Total	47

Security

	Supervisor	2
	Security Guard	19
	Gunman	5
	Total	26