



श्री माता वैष्णो देवी विश्वविद्यालय
Shri Mata Vaishno Devi University, Katra
Sub Post Office, SMVD University, Katra – 182 320(J&K)

No. SMVDU/Adm/Estt/19/3730-37

Dated: 30.04.2019

ORDER

In the interest of Administration and as approved by the Competent Authority, the following transfers/postings are hereby ordered with immediate effect to the Admission Cell, till further notice:-

S No.	Name of Employee with Designation	Present place of posting	New place of Posting /Additional charge	Reporting Officer
1	Mr. Piaray Lal Technical Assistant	Telecom Wing	Admission Cell located in TBIC	Dr. R. K. Jha Dean [R&D]
2	Mr. Sanjeev Suri Office Assistant	Head SoCSE		
3	Ms. Sakshi Jamwal Office Assistant	Dean FoHSS Head I/c. SoPC & SoLL		
4	Ms. Kiran Nagpal Junior Assistant	Academic Affairs Wing		

Faculty In-Charge Telecom, shall provide 04 handsets, to TBIC for enabling the above employees to receive calls and handling all queries related to admissions.

Further, Mr. Jaipal Singh Jamwal, Junior Assistant posted in NSS wing shall provide secretarial assistance to Dean FoHSS, Head I/c. SoPC & SoLL, in addition to his duties in NSS Wing.

In view of the above, Mr. Kapil Gupta, Office Assistant SoME is hereby transferred to SoCSE and shall report to Head SoCSE for further assignment of his duties.

The above officials shall move to their new places of posting with immediate effect.


Registrar

Copy to:

1. Chairman Admission Committee, for kind information.
2. Dean FoHSS / Dean [R&D], for information.
3. Head SoME/SoCSE/SoPC/SoLL, for information.
4. Faculty I/c. Telecom, for information.
5. Assistant Registrar [Establishment/Academic Affairs], for information.
6. PS to VC for the kind information of Hon'ble Vice-Chancellor.
7. NSS Coordinator SMVDU, for information.
8. Concerned: _____, for information and compliance.
9. Office order file.
10. Personal file of the concerned.
11. Ifc website, for uploading on University website.
12. ERP support, for necessary changes in ERP.