

Office of the Principal Govt. Polytechnic Jhajjar

Office order no. 124

Dated: 6/11/2020

In the superannuation of earlier orders of smooth functioning of Institute the following duties are assigned in addition to their academic work with immediate effect:

S. No	Name	Designation	Additional Duties	E-mail	Contact No.
Computer Engg. Department					
1	Sh. Rajesh Yadav	Sr. Lecturer	1. O/I Computer Engg. , 2. Coordinator Accreditation, 3. O/I Exam 4. NCC Officer	computergpj@gmail.com	94665-26565
2	Sh. Prashant	Lecturer	1. O/I Time table,	Nitusuhag11@gmail.com	96716-51996
3	Sh. Virender Sehwat	Lecturer	1. O/I PMS	Seh_74@yahoo.co.in	80534-46881
4	Sh. Yashvir Singh	Lecturer	1. O/I Outsourcing, 2. Member Anti ragging Committee 3. ATPO	yashversingh@rediffmail.com	90502-40557
5	Sh. Vivek Dahiya	Lecturer	1. APIO	vivekd76@gmail.com	9211211010
6	Ms. Rekha Jangir	Lecturer	1. O/I website	ms.rekhajangir@rediffmail.com	98137-36607
7	Sh. Shakti Raj Singh	Programmer	1. O/I Internet, 2. O/I HRMS	Godara_79@rediffmail.com	98123-82905
8	Ms. Reenu Sharma	Lecturer	1. O/I Biometric	breenu@yahoo.com	99912-39242
Workshop Department					
1	Sh. Rajesh jangra	W/Supdt.	1. Member Academic Committee	Rajeshjangra1144@gmail.com	84470-84374
2	Sh. Prem Singh	FMI	1. Attached with minor civil works	Premnehra1@gmail.com	9467317800
3	Sh. Mahabir Singh	FMI	2. O/I Dropout Scheme 3. O/I Furniture	Mahabir191263@gmail.com	94164-44594
4	Sh. Ram Kumar	FMI	1. O/I Generator 2. CEGO 3. O/I Bus Pass	Ramkumar0870@gmail.com	99910-86218
5	Sh. Gurdeep Singh	W/I	1. O/I Boys Hostel warden 2 2. Member Anti Ragging	Gurdeepsingh37@gmail.com	99910-66553
6	Sh. Mukesh Kumar	W/I	1. Incharge conference hall and PA System, 2. O/I Intercom	Mukesh1976mudgil@gmail.com	94163-84789
7	Sh. Anil Kumar	W/I	1. Attached with O/I PMS	Anildeswal00743@gmail.com	94676-92927

8	Sh. Jaipal	W/I	1. Incharge guest house, staff colony 2. Attached with Girls Hostel	Jaipalsiwach369@gmail.com	98132-78153
9	Sh. Shiv Kumar	W/I	1. Attached with estate officer in minor work / civil maintenance work	Shivkumar15081972@gmail.com	94663-50677
10	Sh. Sushil Kumar	W/I	1. Hostel Warden Hostel No.1, 2. Member Grievances Committee	sushilkumarkhundi@gmail.com	94164-40014
11	Sh. Shayam Sunder	W/I	1. Attached with O/I PMKVY 2. Incharge Bus Pass	shayamsunderbhola@gmail.com	92559-02721
12	Sh. Joginder Kumar	W/I	1. Attached with Estate Officer 3. O/I Furniture repair	Jangrajoginder1973@gmail.com	94162-48529
13	Sh. Daya Singh	W/I	1. Incharge Mali 2. Beldar & Sweeper 3. Attached with TPO Cell	Dayasingh00743@gmail.com	98135-08658
14	Sh. VijayPal	W/I	1. Attached with O/I CEGO	Vijaypal1979@gmail.com	94662-07760
15	Sh. Sukhbir Singh	VEI Instructor	1. Store Keeper	Sukhbirkadian48@gmail.com	70154-10226
Applied Science Deptt.					
1	Ms. Bhawna	Lecturer	1. Girls Common room 2. O/I, Cultural	bhawnariddhi@gmail.com	98189-11330
2	Mr. Permal Singh	Lecturer	1. O/I Library, Store 2. Member Anti ragging Committee	Permlasingh72@gmail.com	97299-35462
3	Mr. Yogesh Kundu	Lecturer	1. Coordinator Voter Club 2. O/I Building 3. Attached with estate officer in minor work / civil maintenance work	Kundu.yogesh@gmail.com	94165-73928
Ceramic Department					
1	Sh. Ashwani Kumar	Sr. Lecturer	1. O/I Ceramic 2. PIO 2. Member Alumni Association	Ashwanitayal2005@gmail.com	81683-42404
2	Sh. V. N. Jha	Lecturer	1. O/I court case, 2. Member discipline Committee	jhaviv@gmail.com	93505-73722
3	Sh. Niraj Kumar Singh	Lecturer	1. O/I CM Window, 2. O/I AICTE and AISHE, Right to Service act.	Niraj23011974@gmail.com	98918-17882
4	Sh. Satender Vishashitha	Lecturer	1. O/I NSS, Question Paper 2. ATPO	satenderv@gmail.com	85298-86371
5	Sh. M.M. Eqbal	Lecturer	1. O/I Secrecy	mmeqbal@yamil.com	90349-88801
Electrical Department					
1	Smt. Lata Yadav	Lecturer	1. O/I Electrical 2. Chairperson Women Cell) 3. Coordinator COE	Latayadav511@gmail.com	98107-27553

2	Sh. Parveen Mehra	Lecturer	1. O/I Unserviceable, 2. Chairman Scholarship 3. SC student Grievance Committee	Parveenmehra68@gmail.com	94161-63509
3	Sh. Narsing Parmar	Lecturer	1. O/I Electrical Maintenance 2. Attached with Estate Officer		
4	Sh. C.P. Arora	Lecturer	1. O/I Cash 2. O/I Income tax 3. O/I energy audit 4. Incharge COE	Cp.arora2003@gmail.com	94668-11560
5	Sh. Kulwant Kharb	Lecturer	1. ATPO	kharb_kulwant@rediffmail.com	8901453262
6	Sh. Jagdish Arya	Lecturer	2. Attached with O/I CCTV /Intercom 3. Electrical Maintenance /Generator Maintenance		87082-95508
Mechanical Engg. Department					
1	Sh. Diggpal Singh	Sr. Lecturer	1. O/I Mechanical Engg. 2. O/I Purchase, GEM & E-Procurement. 3. Member Alumini Association	Diggpalsingh1975@gmail.com	98968-14990
2	Sh. Vikas Goel	Lecturer	1. ATPO, 2. O/I Audit	Vgoel1979@gmail.com	94162-91036
3	Sh. Kali ram	Lecturer	1. Attached with O/I Exam	krbgpsnp@gmail.com	98138-16958
4	Sh. Vijay Kumar	Lecturer	1. O/I Vehicle	Vijay4137@gmail.com	99919-33399
5	Sh. Amit Kumar	Lecturer	1. Coordinator CDTP 2. Member Cultural Committee)	Vats_ amit2003@yahoo.co.in	94671-13036
6	Sh. Rajeev Verma	Lecturer	1. Secretary S.F., 2. O/I PMKVY,	rajeevvermasonepat@gmail.com	94162-76972
7	Sh. Sandeep Dhandhi	Lecturer	1. Attached with Exam Branch 2. Member Unserviceable Committee	Sandeep_dhandhi@yahoo.co.in	94166-30206
Electronics & Communication Deptt.					
1	Sh. Umesh Saroj	Sr. Lecturer	1. O/I ECE ,App.sc 2. TPO 3. IIIC 4. O/I Academic 5. Coordinator Skill Dev. & NPTEL 6. Chairman, Alumini Association 7. Nodal Officer Apprentice training & Shaksham Yuva, 8. Chairman editorial Board	umesaroj@gmail.com ecegpj@gmail.com	94163-76141
2	Sh. Dinesh Arya	Lecturer	1. Hostel Suptt. Boys/Girls 2. O/I Canteen 3. Chairman Discipline Committee	Dk_arya@yahoo.com	99929-71515

3	Sh. Ravinder Kharb	Lecturer	1. O/I CCTV, Video Conference ,Intercom, ATPO	kharb_ravinder@yahoo.co.in	8168948671
4	Sh. Pardeep Nandal	Lecturer	1. O/I Sports	pardeepnandal73@gmail.com	9416272776
5	Sh. Rakesh Malik	Lecturer	1. Chairman Anti- Ragging Committee 2. Attached with Estate officer	malikrakesh77@gmail.com	9416849835
6	Ms. Pinky	Lecturer	2. Girls Hostel Warden, 3. Member (Cultural Committee, Indoor games, Anti ragging Committee) 4. Incharge Voter Club	Pinky.dabas.24@gmail.com	80590-56570
7	Ms. Suresh Rani	Lecturer	1. Chairperson Students Welfare Committee 2. Member Women Cell	Sureshrani252@rediffmail.com	94164-91655
8	Sh. Sunil Dhankhar	Lecturer	1. Attached with O/I Admission for the session 20-21 2. O/I Merit Cum means scholarship(Minority)	Dhankhar3@gmail.com	98125-92333
9	Ms. Kavita	Lab Instructor	1. Attached with Apprenticeship and Shaksham Yuva,ECE& Attached with O/I Academics	Kaveechoudhary18aug@gmail.com	94675-31952 79886-33144
Civil Engg.					
1	Sh. Ravinder Garg	Sr. Lecturer	1. O/I Civil, 2. President SF, 3. Estate Officer	Ravigarg11@gmail.com	93124-49962
2	Sh. Nikush Jauhari	Lect. Guest Faculty	1. GF Civil 2. Attached with PMS Cell	Nikunsh63@gmail.com	9671562080
3	Smt. Sunita	Lect. Guest Faculty	1. GF Civil , Attached with O/I Academics 2. Member of Cultural Club	Sunitajk16@gmail.com	8053144839
4	Ms. Rekha	Lect. Guest Faculty	1. GF App.sc. 2. Attached with O/I Admission	Dalalrekhi4@gmail.com	8685965077
5	Ms. Reema	Lect. Guest Faculty	1. GF Civil 2. Attached with TPO Cell	Reemababerwal95@gmail.com	8800710862

Principal
Govt. Polytechnic Jhajjar

Dated: 6/11/2020

Endst. No. 830

Copy of above is forward to the following for kind information and n.a., please.

1. All HODs also through Email.
2. All Concerned also through Email.
3. O/I Website to hoist the orders on website and email to all concerned.
4. PA to DGTE for kind information of Worthy DGTE.
5. Guard File.

Principal
Govt. Polytechnic Jhajjar

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