

SERVICE BOOK

[Prepared according to the proforma circulated by the Education Department, Government of West Bengal, vide Notification No. 1097-Edn (CS) dated 31st May, 1978, West Bengal Non-Government college Teachers' (Death-Cum-Retirement Benefit) Scheme and 1955-EDN (CS) dated 23rd December, 1981, West Bengal Non-Government College Employees' (Death-Cum-Retirement Benefit) Scheme with the relevant provisions in the West Bengal Service (Death-Cum-Retirement Benefit) Rules, 1971.]

Name DR. APURBA GIRI


Designation ASSISTANT PROFESSOR

Department NUTRITION

SERVICE BOOK

PARTICULARS OF THE EMPLOYEE

1. Name — DR. APURBA GIRI
2. Address: VIL - SAIYADPUR; PO - RAMNAGAR, DIST - PURBA MEDINIPUR
PIN - 721441
(a) Permanent —
(b) Present — — DO —
3. Father's / Husband's name and residence SATYENDRA NATH GIRI
4. Date of birth by Christan era — 24.10.1982
(To be ascertained and entered in accordance with Matriculation / School Final / Higher Secondary or other equivalent examination certificate) or Horoscope / Affidavit (for those who have not passed Matriculation or S.F. Examination.)
5. Educational Qualification :
(a) At the time of entry — M.TECH., PH.D., POST-DOC
(b) Subsequent improvement in qualification with dates —
6. Exact height by measurement : 5'4"
7. Personal marks for identification — MOLE ON LEFT ELBOW
- *8. Signature of the employee — Apurba Giri
- *9. Signatue of the Principal / President of the Governing Body / Ad-hoc Committee / Administrator.


08.12.2023
Principal
Mugberia Gangadhar Mahavidyalaya

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- * The Signature in line 8 should be renewed or reattested at least every five years and signature in lines 8 and 9 should be dated.
- ** If the employee is the head of Institution, the signature in line 9 should be made by the President of the Governing Body / Administrator of the College.

Instruction for filling in Columns of the History of Service

1. In column 4 (a) The nature of Appointment in the post held should be recorded with a reference to the relevant resolution of the Governing Body, Viz,

Officiating / Temporary / Permanent / On probation for / Confirmed with effect from vice.

Shri released /

discharged / retired / deceased / against additional post created in terms of Order

No. dated of

(vide resolution, dated)

(b) No. & date of the relevant order of approval of each appointment / sanction of each extension should be recorded, viz.,

Appointment approved (vide Order No. dated)

Extension sanctioned (vide Order No. dated)

2. In column 11 & 12 The service should preferably be annually verified. In case of the employee other than the Head of the Institution the Certificate of Verification (Viz, verified with Acquittance Rolls, Leave Register and other College records) shall be signed by the Head of the Institution while in case of Head of the Institution such certificate shall be signed by the President of the Governing Body / Ad-hoc Committee / Administrator of the College.
3. In case of a teacher (including principal) changing from one College to another the Service Book with up-to-date entries shall be sent by the former College to the College where the teacher joins.

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Designation Assistant Professor

Date of Commencement of Service 22.05.2014

[illegible]

Date of attaining the age of Superannuation

[illegible]