

RIGHT TO SERVICE ACT – Details of duties & responsibilities of staff

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Name of the Department: Department of Computer Science

Name of the Branch Head: Manjula K A

Designation: Assistant Professor & HoD

Contact Number (Office): 0494 - 2407325

Sl.No	ID. No	Name	Designation	Branch/Section	Telephone Number (Office)	Duties and Responsibilities
1	3873	Manjula K A	Assistant Professor & HoD	Department of Computer Science	0494 - 2407325	Taking classes to PG students. Guiding their Practical and Project works. Supervising office works. Conducting valuation camps for exams.
2	3781	Dr. Lajish V L	Assistant Professor	"	"	Guiding M Phil and Ph D scholars. Taking classes to PG students. Guiding their Practical and Project works. Evaluation of Answer scripts.
3		Aljinu Khadar K V	Guest Lecturer	"	"	Taking classes to PG students. Guiding their Practical and Project works.
4	4309	Vandana K V	Assistant	"	"	Performing duties of assistant in the Department office.
5	3075	Minimol K	Professional Assistant - Gr I	"	"	In charge of Department library
6	4436	Vidya T	Office Attendant	"	"	Delivering documents to other offices. Assisting the HoD and office
7		Janu Ottakandan	CLR Sweeper	"	"	Cleaning work in the Department

Sd/-

Manjula K A

Name & Signature of the Branch Head