

### **RIGHT TO SERVICE ACT - Details of duties & responsibilities of staff**

Name of the Department: Department of Physics

Name of the Branch Head: Dr. Mohamed Musthafa. M

Designation: Associate Professor & Head of the Department

Contact Number (Office): 04942407416

Sl.No	ID. No	Name	Designation	Branch/ Section	Telephone Number (Office)	Duties and Responsibilities
1	2693	<b>Dr. Mohamed Musthafa. M</b>	Associate Professor & Head	Department of Physics	04942407416 & 04942407415	General Office Administration, teaching, research and guidance, Co-ordinator, Radiation Physics, Director, Planning Board
2	2711	Dr. Vishnu Mayya Bannur	Professor	"	"	Teaching, research and guidance, Library
3	2553	Dr. Antony Joseph	Associate Professor	"	"	Teaching, research and guidance, Co-ordinator SAP, Co-ordination Exam, Chairman PG BOS (Physics), Discipline and Anti-ragging
4	2569	Dr. Pradyumn. P.P.	Associate Professor	"	"	Teaching, research and guidance, Secretary Staff Council, Co-ordinator DST Project, Incharge - Analytical Laboratory



5	3153	Dr. Vinodkumar. A.M.	Associate Professor	"	"	Teaching, research and guidance, Liquid Nitrogen Plant-incharge, Research Advisory Committee
6	3089	Dr. Mohamed Shahin Thayyil	Assistant Professor	"	"	Teaching, research and guidance, Extension activities
7	3098	Dr. Ravikumar. C.D	Assistant Professor	"	"	Teaching, research and guidance, Observatory, Computer Lab
8	3890	Dr. Libu K Alexander	Assistant Professor	"	"	Teaching, research and guidance, M.Sc laboratories, Foreign students
9	3867	Dinesh. V	Professional Assistant Grade II	"	"	Maintenance of Department Library – purchase, stock, issue etc.
10	4463	Jasmine.J.Kannanai kkal	Assistant	"	"	Administrative support, maintenance of office record, Research scholars, Purchase as assigned by HoD
11	3705	Sindu. M	Computer Assistant Gr. I	"	"	Typing and word processing work along with other clerical duties as assigned by HoD
12	2874	Rasheed. P.K	Clerical Assistant	"	"	Inward outward, students attendance, exam, Radiation

						Physics, Project, Stock Register as assigned by HoD
13	2473	Saidalavi. K.V	Lab Assistant	"	"	Day today work in the laboratory-Electronics Lab, Modern Physics Lab as assigned by HoD
14	2815	Devayani Nechikkat	Lab Assistant	"	"	Day today work in the laboratory -Computer Lab as assigned by HoD
15	2889	Abdurahiman. K	Lab Assistant	"	"	Day today work in the laboratory - General Physics Lab, Research Lab as assigned by HoD
16	4396	Udayappan. P	Office Assistant	"	"	Day today duties as assigned by HoD

Dr. Mohamed Musthafa. M