



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)



List of Participating Non-Teaching Staff for Assessment Year 2021-22, 2021-20, 2019-20, 2018-19, 2017-18





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Assessment Year 2021-22



<u>S.no</u>	Year	Name of the participant	Designation	Title of the FDP /MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)
1	2021-22	Mr. Amit Kamra	Manager Administration	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
2	2021-22	Mr. Charan Singh Bisht	Academic Coordinator	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
3	2021-22	Mr. Deepak Kumar Roy	System Administrator	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
4	2021-22	Mr. Manvendra Singh	System Administrator	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
5	2021-22	Mr. Mohd Erfan	Academic Coordinator	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
6	2021-22	Mr. Nand Kishore Joshi	Academic Coordinator	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
7	2021-22	Mr. Pradeep Rawat	Academic Assistant	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
8	2021-22	Mr. Pravin Kr. Ray	System Administrator	Personality Assessment	31st March 2022

				Enhancing Verbal Communication Skills	12th Aug 2022
9	2021-22	Mr. Shivji Rai	Manager Accounts	Personality Assessment	31st March 2022
				Enhancing Verbal Communication Skills	12th Aug 2022
10	2021-22	Mr. Sujeet Kr. Jha	Academic Coordinator	Enhancing Verbal Communication Skills	31st March 2022
		Mr. Umesh Chand	Academic Assistant	Enhancing Verbal Communication Skills	31st March 2022



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Assessment Year 2020-21



<u>S.No</u>	Year	Name of the participant	Designation	Title of the FDP /MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)
1	2020-21	Mr. Amit Kamra	Manager Administration	Quality Process and ISO Audit Schedule	14th & 15th July, 2021
				Effective Writing Skills	8th February 2021
2	2020-21	Mr. Charan Singh Bisht	Academic Coordinator	Quality Process and ISO Audit Schedule	14th & 15th July, 2021
				Effective Writing Skills	8th February 2021
3	2020-21	Mr. Deepak Kumar Roy	System Administrator	Quality Process and ISO Audit Schedule	14th & 15th July, 2021
				Effective Writing Skills	8th February 2021
4	2020-21	Mr. Manvendra Singh	System Administrator	Quality Process and ISO Audit Schedule	14th & 15th July, 2021
				Effective Writing Skills	8th February 2021
5	2020-21	Mr. Mohd Erfan	Academic Coordinator	Quality Process and ISO Audit Schedule	14th & 15th July, 2021
				Effective Writing Skills	8th February 2021
6	2020-21	Mr. Divya Rustagi	Accounts Assistant	Quality Process and ISO Audit Schedule	14th & 15th July, 2021
				Effective Writing Skills	8th February 2021
7	2020-	Mr. Pradeep	Academic	Quality Process and ISO Audit Schedule	14th & 15th July, 2021

	21	Rawat	Assistant	Effective Writing Skills	8th February 2021
8	2020-21	Mr. Pravin Kr. Ray	System Administrator	Effective Writing Skills	8th February 2021
9	2020-21	Mr. Shivji Rai	Manager Accounts	Effective Writing Skills	8th February 2021
10	2020-21	Mr. Sujeet Kr. Jha	Academic Coordinator	Effective Writing Skills	8th February 2021
		Mr. Umesh Chand	Academic Assistant	Effective Writing Skills	8th February 2021
11	2020-21	Mr. Nand Kishore Joshi	Academic Coordinator	Effective Writing Skills	8th February 2021



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Assessment Year 2019-20



<u>S.no</u>	Year	Name of the participant	Designation	Title of the FDP /MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)
1	2019-20	Mr. Manish Kumar	Academic Coordinator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
2	2019-20	Mr. Amit Kamra	Manager Administration	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
3	2019-20	Mr. Charan Singh Bisht	Academic Coordinator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
4	2019-20	Mr. Deepak Kumar Roy	System Administrator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
5	2019-20	Mr. Manvendra Singh	System Administrator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019

				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
6	2019-20	Mohd. Erfan	Academic Coordinator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
7	2019-20	Mr. Nand Kishore Joshi	Academic Coordinator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
8	2019-20	Mr. Pradeep Rawat	Academic Assistant	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
9	2019-20	Mr. Pravin Kr. Ray	System Administrator	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
				Excel Training for Staff	20/12/2019-21/12/2019
10	2019-20	Mr. Shivji Rai	Manager Accounts	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				Excel Training for Staff	20/12/2019-

					21/12/2019
11	2019-20	Mr. Sujeet Kr. Jha	Academic Coordinator	Maintenance of Institutional Data	04-01-2020
				"IT training on IT tools"	05/10/2019
12	2019-20	Ms. Amita Sharma	Receptionist	G-Suite Skills	21/09/2019
13	2019-20	Ms. Anupa Sen	Manager Corporate Relation	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
14	2019-20	Ms. Pushpa	Secretary	Maintenance of Institutional Data	04-01-2020
				"IT training on IT tools"	21/09/2019
				G-Suite Skills	21/09/2019
				Excel Training for Staff	20/12/2019-21/12/2019
15	2019-20	Ms. Shalini Negi	Librarian	Maintenance of Institutional Data	04-01-2020
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019
16	2019-20	Ms. Sheetal Kumra	Public Relations Officer	Maintenance of Institutional Data	04-01-2020
				Excel Training for Staff	20/12/2019-21/12/2019
				G-Suite Skills	21/09/2019
				"IT training on IT tools"	05/10/2019



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Assessment Year 2018-19



<u>S.no</u>	Year	Name of the participant	Designation	Title of the FDP /MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)
1	2018-19	Mr. Amit Kamra	Manager Administration	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
2	2018-19	Mr. Charan Singh Bisht	Academic Coordinator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
3	2018-19	Mr. Deepak Kumar Roy	System Administrator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
4	2018-19	Mr. Divya Rustagi	Accounts Assistant	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
5	2018-19	Mr. Manish Kumar	Academic Coordinator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
6	2018-19	Mr. Manvendra Singh	System Administrator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
7	2018-19	Mr. Mohd Erfan	Academic Coordinator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
8	2018-19	Mr. Nand Kishore Joshi	Academic Coordinator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
				SDP on Emotions- The lens to the World.	13th March 2019
9	2018-19	Mr. Pradeep Rawat	Academic Assistant	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
				SDP on Emotions- The lens to the World.	13th March 2019

10	2018-19	Mr. Pravin Kr. Ray	System Administrator	Quality Process and ISO Audit Schedule".	14th and 15th June 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
				SDP on Emotions- The lens to the World.	13th March 2019
11	2018-19	Mr. Shivji Rai	Manager Accounts	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
12	2018-19	Mr. Sujeet Kr. Jha	Academic Coordinator	SDP on Emotions- The lens to the World.	13th March 2019
13	2018-19	Mr. Umesh Chand	Academic Assistant	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
14	2018-19	Ms. Anupa Sen	Manager Corporate Relation	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
15	2018-19	Ms. Pushpa	Secretary	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
16	2018-19	Ms. Reena Roy	Academic Assistant	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018

17	2018-19	Ms. Shalini Negi	Librarian	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018
18	2018-19	Ms. Sneha Gupta	Receptionist	SDP on Emotions- The lens to the World.	13th March 2019
19	2018-19	Ms. Amita Sharma	Receptionist	SDP on Emotions- The lens to the World.	13th March 2019
				Enhancing Verbal Communication Skills'	23rd Aug, 2018



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Assessment Year 2017-18



<u>S.No</u>	Year	Name of the participant	Designation	Title of the FDP /MDP/ professional development / administrative training program	Dates (from-to) (DD-MM-YYYY)
1	2017-18	Mr. Amit Kamra	Manager Administration	SDP on Excel from Corporate Point of View	05-04-2018
2	2017-18	Mr. Charan Singh Bisht	Academic Coordinator	SDP on Excel from Corporate Point of View	05-04-2018
3	2017-18	Mr. Deepak Kumar Roy	System Administrator	SDP on Excel from Corporate Point of View	05-04-2018
4	2017-18	Mr. Manvendra Singh	System Administrator	SDP on Excel from Corporate Point of View	05-04-2018
5	2017-18	Mr. Mohd Erfan	Academic Coordinator	SDP on Excel from Corporate Point of View	05-04-2018
6	2017-18	Mr. Nand Kishore Joshi	Academic Coordinator	SDP on Excel from Corporate Point of View	05-04-2018
7	2017-18	Mr. Pradeep Rawat	Academic Assistant	SDP on Excel from Corporate Point of View	05-04-2018
8	2017-18	Mr. Pravin Kr. Ray	System Administrator	SDP on Excel from Corporate Point of View	05-04-2018
9	2017-18	Mr. Shivji Rai	Manager Accounts	SDP on Excel from Corporate Point of View	05-04-2018