

गणित्र सदन / Computer Centre
विश्वभारती / Visva-Bharati
सं. सं./Docket No.1441
दि/Date 4.3.18



**VISVA BHARATI
SANTINIKETAN**

The undersigned is to convey that the Upacharya on the recommendation of the Departmental Promotion Committee in the meeting dated 19/02/2018, subject to ratification by the Karma-Samiti, is pleased to pass the following order with immediate effect.

Promotion from Multi Tasking Staff to Jr. Office Assistant-cum-Typist

Sl. No.	Name of the employee	Present Designation	Promoted as	Authority of the post	Pay scale on Promotion	Department where posted on promotion	Remarks
01.	Shri Sandip Mukherjee (E.C. No.2001074)	Multi Tasking Staff	Jr. Office Assistant-cum-Typist	Vice Shri Kamaksha Charan Dutta	PB-1, Rs. 5200-20200/- with GP- 1900/-	P.M. Hospital	Panel-AI (Unreserved)

The pay of the promotee will be fixed as per rules. Promotion will be effective from the date of joining in the promotional post.

The joining report should be sent to the undersigned through proper channel.

Separate transfer/posting order will be issued shortly.

Above incumbent should acquire proficiency in Type Writing at 40 words per Minute within one year.

Estab/E-III/P-40
Dated 27/02/2018

03/03/2018

Registrar (Asstg)
Visva Bharati

To,
Shri Sandip Mukherjee

| Through Head of the Department (s)

Copy forwarded for information and necessary action to:-

1. Chief Medical Officer, P.M. Hospital
2. Finance Officer (Offg.)
3. Joint Registrar (Accounts)
4. C.S. to Upacharya
5. Assistant Registrar (Meeting)- for ratification by Karma-Samati
6. P.A. to Registrar
7. Pay Fixation Cell
8. University Web Master – To upload in the University Web site
9. Hindi Officer – To translate in to Hindi and arrange to upload the Hindi version in the website
10. File