

Memo No- Estab./File Sec/Joining/8/2025-26

Date 16/09/2025

Sub:- Joining Circular

The following employee has joined the post as mentioned against his name. This is for information & necessary action of all concerned.

Sl. No.	Name of the incumbent (ID No. and designation)	Designation	Department	Office Order	Date of joining
1.	Shri Shovan Kumar Ruj (2009067)	Senior Assistant (Archive)	Rabindra Bhavana, Visva-Bharati	Estab/E-III/P-40 dated 11-09- 2025	12.09.2025 (F.N.)

Deputy Registrar (Establishment)
Visva-Bharati

Copy forwarded for information & necessary action to:

- 1. Director, Rabindra Bhavana, Visva-Bharati
- 2. Librarian, Central Library, Visva-Bharati
- 3. Finance Officer (Offg.), Visva-Bharati
- 4. Joint Registrar (Accounts), Visva-Bharati
- 5. Internal Audit Officer, Visva-Bharati
- 6. Joint Registrar & C.S. to Upacharya, Visva-Bharati
- 7. Joint Registrar (SC/ST Cell), Visva-Bharati
- 8. Assistant Registrar (Meeting), Visva-Bharati
- 9. P.A. to Registrar, Visva-Bharati
- 10. Section Officer (E-I/E-II/E-III/SC/ST Cell)
- 11. Pay Fixation Cell
- 12. Nodal Officer (Samarth), Visva-Bharati
- 13. University Web Master-To upload in the University Website
- 14. Hindi Officer- To translate into Hindi & arrange to upload the Hindi version in the University Website
- 15. Personal Files (01)