



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of Education (Shiksha Mantralaya), Govt. of India)

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No. NITD/R/Office Order/2025/98

Dated: 28.05.2025

कार्यालय आदेश /OFFICE ORDER

पूर्व के गैर-शिक्षण कर्मचारियों के स्थानांतरण संबंधी कार्यालय आदेश को निरस्त करते हुए, निम्नलिखित प्रशासनिक कर्मचारियों का स्थानांतरण दिनांक 29 मई 2025 से प्रभावी रूप में, उनके नाम के सम्मुख दर्शाए गए संबंधित विभाग/ अनुभाग में किया जाता है।

In supersession to the previous Office Order regarding transfer of Non-Teaching staff members, the following administrative staff members are transferred to the respective Department/Section as mentioned against each with effect from 29th May 2025.

<u>OFFICE OF DIRECTOR</u>					
S.No.	Name	Designation	Sub-Section/unit	Employment Status	Reporting
1	Ms. Anupriya Das	Senior Assistant	Director Office	Regular	Director
2	Mr. Sachin Tiwari	Office Attendent	Director Office		
3	Mr. Arun	Office Attendent	Director Office	Outsource	
4	Mr. Hardeep	Office Attendant/ Driver	Director Office		
<u>OFFICE OF REGISTRAR</u>					
S.No.	Name	Designation	Sub-Section/unit	Employment Status	Reporting
1	Dr. Manisha Singh	Deputy Registrar	RTI, Ministry	Regular	Registrar
2	Mr. Lov Kumar Dubey	Sr. Office Assistant	Compliances, FC, BoG & Parliamentary Questions		Deputy Registrar
3	Dr. Hari Om Yadav	Consultant	Office of Registrar	Contract	Registrar
4	Mr. Vishal Verma	Senior Assistant		Regular	

5	Mr. Rajesh	Office Attendant/Driver	Office of Registrar	Outsource	Registrar
6	Mr. Harish Lal	Office Attendant			
7	Mr. Praveen Kumar	Office Attendant			
8	Dr. Manisha Singh	Deputy Registrar	Establishment, Store & Purchase **	Regular	Registrar
9	*Mr. Shubham Sharma	Superintendent	Establishment		Outsource
10	Mr. Pranjal Gaur	Sr. Assistant			
11	Ms. Tripti	Office Attendant			
12	Mr. Prabhat Mishra	Office Attendant			
13	Ms. Ankita Seth	Junior Assistant			
14	*Mr. Ravinder Kumar	Deputy Registrar	Store & Purchase	Regular	Registrar
15	*Mr. Puneet	Superintendent			
16	Mr. Parvesh Kumar Ranga	Junior Assistant			
17	Mr. Jatin	Lab Attendant		Outsource	Deputy Registrar
18	Ms. Priya Dhameja	Junior Assistant			
19	Mr. Dheeraj Gupta	Office Attendant			
20	Ms. Dimple Gupta	Assistant Registrar	Accounts & Finance	Regular	Registrar
21	Mr. Kailash Sharma	Cunsultant (Internal Audit)		Contract	Assistant Registrar
22	Mr. Jai Thukral	Superintendent		Regular	
23	Mr. Akkash Bhardwaj	Junior Assistant			
24	Mr. Bharat Singh	Sr. Office Attendant			
25	Ms. Renu	Jr. Assistant	Outsource		
26	Dr. V.S. Pandey	Chairman, Hindi Cell	Hindi related work	Regular	Registrar
27	Dr. Abhishek Mishra	Members, Hindi Cell		Outsource	Chairman, Hindi Cell
28	Mr. Rahul				
29	Ms. Ganga				
30	Mr. Lov Kumar Dubey				
31	Mr. Rajab Rehman				
32	Dr. Shailesh Pandey	Faculty I/c	General Administration	Regular	Registrar

33	Dr. Gautam	Controller of Transport	Transportation	Regular	Faculty I/c, General Administration
34	Mr. Faqir Chand	Assistant, PRO	Public relation, GA & Social Media Handle	Outsource	
35	Ms. Ganga	Junior Assistant	General Admin.		
36	Mr. Lokesh	Driver	Transportation		
37	Mr. Jaswinder	Driver	Transportation		
38	Mr. Sanjeev	Driver	Transportation		
39	Mr. Nar Bahadur	Office Attendant	General Administration		

CENTRAL LIBRARY

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. Gareema Sharma	Deputy Librarian	Regular	Registrar
2	Ms. Angana Biswas	Library Information Assistant		Outsource
3	Mr. Rahul Verma	Library Information Assistant		
4	Mr. Arun Kumar Rana	Office Attendant		
5	Ms. Pratibha	Library Trainee		
6	Mr. Anil Kumar Poonia	Library Trainee		

OFFICE OF DEAN ACADEMICS

S.No.	Name	Designation	Sub-Section/unit	Employment Status	Reporting
1	Prof. (Dr.) Geeta Sikka	Dean (Academics)	Admission cell, Examination Cell, Scholarship cell & other academic activities	Regular	Director
2	Dr. Amit Mahajan	Associate Dean (Academics)	Admission cell, Examination Cell, Scholarship cell & other academic activities		Dean Academics

3	Ms. Pragya Yadav	Superintendent	UG Matters & Scholarship	Regular	Dean Academics
4	Mr. Jitender Singh Bisht	Senior Assistant	PG Matters		
5	Dr. Prashant Kumar	COE	Examination		
6	Dr. Sandeep Kumar	Dy COE			
7	Mr. Rahul	Personal Assistant	Examination Cell		COE
8	Mr. Vikas	Junior Assistant	Examination Cell		
9	Dr. Nitin Singh Singha	Chairperson, Scholarship cell	Scholarship cell		Regular
10	Dr. Preeti Verma	Nodal officer	Scholarship cell	Chairman, Scholarship	
11	Ms. Radhika	Junior Assistant	Scholarship cell	Outsource	
12	Mr. Umakant	Office Attendant	Academics	Outsource	Dean Academics, COE & Scholarship
13	Ms. Keerti	Office Attendant	Exam and Scholarship		

OFFICE OF DEAN P & D

S.No.	Name	Designation	Sub-Section/unit	Employment Status	Reporting
1	Prof. (Dr.) Obbu Chandra Sekhar	Dean P& D	Estate Office, Training & Placement, NIRF/ Annual Report and Alumni (International Affairs & Outreach)		Director
2	Dr. Ankur	Assoc. Dean P&D	T & P and NIRF/Annual Report	Regular	Dean (P&D)
3	Dr. Kapil Kumar	Assoc. Dean	Alumni (International)		



			Affairs & Outreach	Regular	Executive Engineer		
4	Mr. Ankit Sharma	Executive Engineer	P & D and Estate Office				
5	Mr. Sajal Gupta	Junior Engineer (Civil)	Estate Office (NILERD Campus Maintenance)				
6	Mr. Hemant Sharma	Junior Engineer (Elect.)	Estate Office				
7	Ms. Navisha Sharma	Junior Assistant	Estate Office				
8	Mr. Prabhat Mishra	Office Attendant	Estate Office				
9	Mr. Nikhil Yadav	Technician	NIRF/Annual Report				
10	Ms. Rasika	Jr. Assistant	T & P/Alumni Cell			Outsource	Dean P & D
11	Mr. Rabban Ali	Plumber	Estate Office				
12	Mr. Shanu	Electrician/ Plumber	Estate Office				
13	Mr. Gyan Singh	Plumber	Estate Office				
14	Mr. Pawan Kumar	STP Operator	Estate Office				
15	Mr. Pushker Rawat	Office Attendant	T & P Cell/Alumni (International Affairs & Outreach)				I/c T & P/ Assoc. Dean (International Affairs & Outreach)

OFFICE OF DEAN FACULTY WELFARE

S.No.	Name	Designation	Employment Status	Reporting
1	Prof. (Dr.) Manoj Taleja	Dean (FW)	Regular	Director
2	Dr. Rikmantra Basu	Assoc. Dean FW		Dean (FW)
3	Mr. Prabhat Mishra	Office Attendant		
4	Mr. Himanshu Bamotra	Junior Assistant	Outsource	

OFFICE OF DEAN (IPR & STARTUP)

S.No.	Name	Designation	Employment Status	Reporting
1	Prof. (Dr.) Ujjwal Kalla	Dean (IPR & Startup)	Regular	Director
2	Dr. Manoj Kumawat	Assoc. Dean (IPR & Startup)	Regular	
3	Mr. Udit Sharma	Office Attendant	Outsource	
4	Ms. Shikha Maurya	Junior Assistant		

OFFICE OF DEAN (R & C)

S.No.	Name	Designation	Employment Status	Reporting
1	Prof.(Dr.)Jyoteesh Malhotra	Dean (R & C)	Regular	Director
2	Dr. Anuj Kumar	Associate Dean (R & C)		Dean (R & C)
3	Mr. Gaurav	Superintendent		
4	Mr. Yash	Junior Assistant		
5	Mr. Suraj	Office Attendant	Outsource	

OFFICE OF DEAN STUDENT WELFARE

S.No.	Name	Designation	Sub-Section/unit	Employment Status	Reporting
1	Dr. V.S. Pandey	Dean (SW)	Office of Chief	Regular	Director
2	Dr. Manisha Bharti	Assoc. Dean SW	Warden/SASO		Dean SW
3	Dr. Shailesh Pandey	Chief Warden & Chief Proctor			
4	Dr. Anidev Singh	SASO			
5	Mr. Gaurav	Superintendent	Student Welfare Office/Chief Warden/SASO		
6	Mr. Ankit Kumar	SAS Assistant	SASO/NSS/NC C		
7	Mr. Rajkumar	Sr. Assistant	(SW/ SASO/Chief Warden)	Outsource	
8	Mr. Rajeev Sharma	Jr. Assistant			
9	Mr. Abhishek Sharma	Office Attendant	SW/SASO/NSS, NCC		
10	Dr. Karan Malhotra	Medical Officer	Health Centre	Regular	
11	Ms. Sangeeta	Nursing Staff		Outsource	
12	Mr. Rohit Chauhan	Nursing Staff			
13	Ms. Anshu Sharma	Nursing Staff	Health Centre	Outsource	



Department of Electronics & Communication Engineering

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. Rikmantra Basu	HoD	Regular	Director
2	Mr. Surender Kumar	Senior Technical Assistant		HoD ECE
3	Mr. Hemant Kumar	Technical Assistant		
4	Mr. Kundan Kumar	Technical Assistant		
5	Mr. Shivam Jaiswal	Technical Assistant		
6	Mr. Sonu	Sr. Technician		
7	Mr. Amit Kumar Tiwari	Technician		
8	Ms. Aditi Kandari	Senior Assistant		
9	Mr. Ranjeet Yadav	Office Attendant	Outsource	

Department of Computer Science and Engineering

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. Munish	HoD	Regular	Director
2	Mr. Manish Kumar Malik	Technical Assistant		HoD CSE
3	Mr. Sanjeev Kumar	Technical Assistant		
4	Mr. Somesh Kumar	Technical Assistant		
5	Mr. Ankur Singh	Senior Technician		
6	Mr. Pradeep Kumar	Senior Technician		
7	Mr. Vikas Bhardwaj	Senior Technician		
8	Mr. Jitendra Chaudhari	Senior Technician		
9	Ms. Anju Bhakar	Junior Assistant	Outsource	
10	Mr. Kelash Kumar	Office Attendant		

Department of Electrical Engineering

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. K.T. Raju	HoD	Regular	Director
2	Mr. R.V. Bhaskaran	Technical Assistant		HoD EE
3	Mr. Ranjeet Kumar Verma	Technical Assistant		
4	Mr. Alok Jha	Technical Assistant		
5	Mr. Rahul Sharma	Sr. Technician		
6	Ms. Chanchal	Lab Attendant		
7	Mr. Gaurav Tomar	Junior Assistant		
8	Mr. Kaushal Dhameja	Office Attendant	Outsource	

Department of Applied Sciences and Humanities & Management

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. Anuj Kumar Sharma	HoD	Regular	Director



2	Mr. Aadesh Kumar	Senior Technician (Physics)	Regular	HoD, AS & Hum. And Magmt.
3	Ms. Shalini Singh	Sr. Technician (Chemistry)		
4	Mr. Shubham Bhardwaj	Sr. Technician (Chemistry)		
5	Mr. Rajab Rehman	Office Attendant		

Department of Civil Engineering

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. Kapil Kumar	HoD	Regular	Director
2	Mr. Naman Sharma	Technical Assistant		
3	Mr. Devendra Meena	Technical Assistant		
4	Mr. Rahul Kumar	Sr. Technician		
5	Ms. Rubal	Technician	Outsource	HoD Civil
6	Ms. Prakriti Sharma	Technical Assistant		
7	Mr. Pawan Kumar Tiwari	Technician		
8	Mr. Akash	Office Attendant		

Department of Mechanical Engineering & Aerospace/ Mechanical Engineering (Workshop)

S.No.	Name	Designation	Employment Status	Reporting
1	Dr. Abhishek Mishra	HoD	Regular	Director
2	Mr. Biplap Paul	Technical Assistant		
3	Mr. Praveen Kumar Bhati	Technical Assistant		
4	Mr. Krishan Pal	Senior Technician		
5	Mr. Mandeep	Senior Technician	Outsource	HoD (ME & Aerospace)
6	Mr. Alok Kumar	Technician		
7	Ms. Meenu Gupta	Office Attendant		

उपरोक्त सभी गैर-शिक्षण कर्मचारियों से अनुरोध है कि वे शीघ्रता से अपनी संबंधित शाखाओं/कार्यालयों में रिपोर्ट करें तथा प्रभार ग्रहण एवं प्रभार त्याग (Charge Hand Over and Taken Over) से संबंधित औपचारिकताएं पूर्ण करें। साथ ही, प्रभार ग्रहण एवं प्रभार त्याग की प्रति निदेशक एवं कुलसचिव के कार्यालय को प्रेषित करें। संबंधित अनुभाग/विभाग के समस्त डीन/अनुभागाध्यक्ष आवश्यकता अनुसार अपने अनुभाग के कर्मचारियों को दायित्व सौंप सकते हैं या पुनः आवंटित कर सकते हैं।

*यह आदेश उस तिथि से प्रभावी माना जाएगा जिस दिन संबंधित कर्मचारी NIT दिल्ली में कार्यभार ग्रहण करता है।

**यह व्यवस्था श्री रविंदर कुमार (उप कुलसचिव) के संस्थान में कार्यभार ग्रहण करने तक प्रभावी रहेगी।

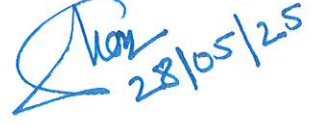
यह आदेश सक्षम प्राधिकारी की स्वीकृति से जारी किया गया है।

All the above Non-Teaching staff members are requested to report their concerned offices and complete formalities of charge Hand Over and Taken Over at the earliest and send a copy of Charge Hand Over and Taken Over report to the office of Director and Registrar. All the Deans/ Section Heads of a particular section/department may assign or re-assign responsibilities to the staff of their section as and when required.

*To be effective from the date on which the incumbent joins NIT Delhi.

**Until Mr. Ravinder Kumar (DR) joins the Institute.

This issues with the approval of the Competent Authority.



कुलसचिव/Registrar

Copy to:

1. निदेशक के निजी सहायक /P.A. to Director (for kind information of the Director)
2. रजिस्ट्रार के निजी सहायक/P.A. to the Registrar
3. सभी अधिष्ठाता / विभागाध्यक्ष / अनुभाग प्रमुख/All Deans/HoDs/Section Heads
4. संकाय / गैर-संकाय सदस्य/Faculty/Non-Faculty Member
5. स्थापना अनुभाग/Establishment section
6. सभी संबंधित अधिकारी/ All Concerned officials

