

Dated, 18/06/2024

OFFICE ORDER


In suppression of all previous orders related to formation of Training and Placement Cell, TIT, a new committee is hereby reconstituted with the following faculty members and staff for carrying out different training and placement activities of the students of TIT. The committee will meet periodically to discuss and finalize the work plan of the cell including preparation of action taken reports on previously taken decisions/planned activities.

Name of the Faculty member and staff	Assignments	Duties to be performed
Sri Siddhartha Das Associate Professor	Training and Placement Coordinator	He will plan, manage and oversee all the activities of Training and Placement Cell and will periodically report about different activities undertaken by T&P Cell to the Principal, TIT
Dr. Dipak Debbarma Associate Professor	Coordinator, Training	He will oversee the Internship and Apprenticeship training of students and will also help the T&P coordinator in Placement activities
Smt. Adwitiya Gope Associate Professor	Coordinator, Career Counselling	She will look after and coordinate activities relating to Career Counselling and employability enhancement of students
Sri Binay Das Lecturer	Coordinator, Skill Development	He shall undertake all activities relating to Skill development and all skill related projects, training for the students
Sri Brigidian Jamatia Jr. Mechanic	Attached to Training and Placement Cell	He will assist the T&P Coordinator in different works of T&P Cell

Additionally, the following Faculty members will act as Departments Coordinators on behalf of their Departments and shall maintain liaison between the T&P Cell and different Departments. All communications of the T&P Cell to and from the various Departments shall be routed through the Departmental Faculty Coordinators.

Name of the Departments	Faculty Coordinators (UG and PG programs)	Faculty Coordinators (Diploma program)
CSE	Smt. Chinu Mog Chaudhari Associate Professor	Sri Gouri Sankar Majumder Lecturer
ECE	Dr. Trupa Sarkar Assistant Professor	Sri Paufru Mog Lecturer
EE	Sri Shivaji Debbarma Associate Professor	Sri Joydeep Sutradhar Lecturer
ME	Sri Debraj Das Associate Professor	Sri Binay Das Lecturer
CE	Smt. Jhuma Mitra Associate Professor	Dr. Shubhrasmita Majumder, Lecturer
AA	---	Sri Debajyoti Dam, Lecturer
AE	---	Sri Pratik Saha, Lecturer
FPT	---	Dr. Chhaya Das, Assistant Professor

The order will come into force with immediate effect.


(Prof. Bijoy Kumar Upadhyaya)
Principal (I/C), TIT, Narsingarh

Copy to:

- 1) Dean (Academics), TIT for information
- 2) HO, TIT for information
- 3) HOD, CSE/ME/CE/ECE/EE/AE/AA/FPT/Sc. & Hu for information
- 4) All concerned for compliance