**Employee Profile**

**Personal Information**

First Name

Last Name

Gender

Nationality

State

Language Known

**Contact Information**

Office Phone No.

Mobile

Permanent Address

Address for Communication

Personal E-mail

Official E-mail

Website

**Current Position**

Designation

Department/Section

Date of Joining

**Work Experience**

Position

Organization

Period

Nature of work (Research, Teaching, Clinical Care, Others)

**Degrees**

Name

Discipline

Organization

Year

**Professional Association Memberships**

Organization

Nature of membership

**Professional Licenses & Certifications**

Name

Organization

License / Certification No.

Validity Period, If any

**Overall Academic & Research Achievements**

No. of Scientific Papers

No. of Scientific Presentations

Books Published

Research Projects Carried Out

Doctoral Research Guidance

Invited talks delivered

**Current Year Activities**

**Courses taught**

Name of the Programme & Class

No. & hours of Lectures Delivered

**Curriculum Development Activities**

Name of the Curriculum

**Mentorship**

Name of the Class

Period of Mentorship

**Scientific Presentations**

Nature of Presentation ( *Guest Lecture/ Conference Presentation/ Keynote Address/ Invited Talk etc.*)

Title of the Paper

Other Contributors, if any, in the in the decreasing order of contribution

Name of the Event

Organizer

Period/ Date

*Attach Abstract/ Full-text of the Paper*

**Scientific Publications-Journals**

Title of the Paper

Name of the Journal

Names of contributors in the decreasing order of contribution

Issue, Volume & Year

DOI, *if available*

Journal Publisher

ISSN/e-ISSN

Impact Factor / SNIP/ SJR value of the Journal, if any

*Attach Abstract/ Full-text of the Paper*

*Attach screen shot of the journal displaying metric value*

**Scientific Publications-Books**

Title of the Book

Names of contributors in the decreasing order of contribution, in case of co-authored book

Year of Publication

Publisher

ISBN

*Attach scanned copy of the cover and title pages of the book*

**Scientific Publications-Book Chapter**

Title of the Book

Editor(s) of the Book

Title of the Chapter

Names of contributors in the decreasing order of contribution, in case of co-authored chapter

Year of Publication

Publisher

ISBN

*Attach scanned copy of the cover and title pages of the book*

**Scientific Publications-Conference Proceedings**

Title of the Proceedings

Editor(s)

Title of the Paper

Names of contributors in the decreasing order of contribution, in case of co-authored paper

Year of Publication

Publisher

ISBN

*Attach scanned copy of the cover and title pages of the proceedings*

**Committees Served**

Name of the Committee

Role ( Member, Chairperson, Member Secretary)

Duration of the Committee, ( From …. To ***OR*** Ongoing )

Specific contribution to the functioning of the committee (in 50 words)

Meetings held and attended during the period (Date, time)

*Attach OM*

**Organization of Academic Events**

Name of the Event

Period of the Event

Role

*Attach Proof*

**Membership in Professional Associations**

Name of the Association

Membership Type

*Attach Certificate*

**Funded Research Projects**

Name of the Project

Role (P.I., Co.P.I., Co.I.)

Team members with role

Funding Agency

Amount

Duration

Present Status

*Attach OM*

**Doctoral Research Supervision**

Completed (Name of the candidate, topic, part-time/full-time)

Ongoing (Name of the candidate, topic, part-time/full-time)

New (Name of the candidate, topic, part-time/full-time)

**Postgraduate Research Supervision**

Completed (Name of the candidate, topic)

New/ Ongoing (Name of the candidate)

**Examination Works**

Name & Year of the Examination

Nature of Work (Exam supervision, paper setting, evaluation)

Period, if applicable

**Other Academic Supervision Activities**

Name of the Activity

Role

Period, if Applicable

**Involvement in Development of Infrastructure Facilities**

Name of the Facility

Date of launching of the Facility

Contribution

**Clinical Activities**

Name /Nature of the Service

Period & Duration

**Public Education Activities**

Name of the Activity

Role Played

Period, if applicable

**Administrative and Other Activities**

Name of the Activity

Role & Contribution

Period, if applicable

*Attach Proof, if any*

**Honours, Awards and Recognitions**

Awarding Title

Awarding Body

Date of Award

Names of Co-awardees, if any

*Attach Proof, if any*

**Involvement in Any Other Activity *not* Mentioned Above**

Name of the Activity

Period, if applicable

Role

*Attach Proof, if any*

**Scholarly Editorial, Peer-reviewing & Evaluation Activities**

Title of the Journal/ Scholarly Resource

Publisher/ Organization

Role(Peer-reviewer, Adjudicator/Chief Editor/ Editorial Board Member)

**A brief account of special accomplishments, achievements, or initiatives, if any, taken up by you in the areas of teaching, research, clinical care, public education during current year.**

**DEPARTMENT/ SECTION LEVEL**

**Academic Section**

**General Profile**

Name of the Institution

Year of Establishment

Address

Contacts for Communication

**Long term academic programmes offered & students admitted**

Name of the Programme

Duration

Mode of admission (Direct, Entrance exam etc.)

No. of students admitted

Gender

Locale

**Total Student Strength**

Name of the Programme

Class/Division

No. of Students

Gender

**Academic Results**

Name of the Exam

Number of students attended

Overall pass

Pass percentage

**Short-term Training / Orientation Programs Conducted (For outsiders)**

Title/Topic

Target Audience

No. of participants

Period/Date

Organizing Staff

**In-house Training/ Staff Enrichment Programs (For section staff)**

Title/Topic

Resource Person(s)

No. of participants

Period/ Date

Organizing Staff

**Guest Lectures**

Title/Topic

Target Audience

Resource Person(s)

No. of participants

Period/Date

Organizing Staff

**Workshops/ Conferences/Training Programmes**

Title/Topic

Target Audience

Resource Person(s)

No. of participants

Organizing Staff

Period/Date

**Doctoral Research**

Name of the candidate

Department

Category (Part-time/ Full-time)

Topic

Guide

Status (New/Ongoing/Under Evaluation/Degree Awarded)

**Issuing of official documents**

Category

No. of sets- UG

No. of sets - PG

No. of sets- Dip

Remarks

**Awards/laurels to the students**

Name of student(s) & Class

Details of awards/laurels

Remarks

**Educational Stipend**

Programme

Stipend per Month

**Other Financial Assistance, If Any**

Details of the students

Details of the financial Assistance

**Major Activities/ events carried out under the aegis of the Section**

( *A brief note in not more than five sentencesabout each activity/event*)

**Eminent Visitors**