

EPITOME

Shomik Saha

“Sukaunish”

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CAREER OBJECTIVE

To associate myself with an organization where there is ample opportunity for growth, to share and contribute my knowledge and skills for the development of self and the organization served.

PRESENT STATUS

Employed as Assistant Controller of Examination (Substantive Post), Cooch Behar Panchanan Barma University (State University), since 30th November 2018 to till date.

JOB CONTOUR

Pre-Examination work:

- **To conduct examinations in a disciplined and efficient manner; (ii) to arrange for the setting of papers with strict regard to secrecy;**
- **To maintain the data from the module handbooks regarding the scheme of the assessments (On Semester Basis) Pre- Printing of Examination Stationary (answer books, transcripts, degrees etc.)**
- **Actual Conductance of Examination and Preparation of Results**
- **To arrange for the evaluation of answer-sheets in accordance with the planned time schedule for results;**
- **To issue the pre-printed stationary**
- **To maintain the records of each component of assessment (On Semester Basis)**
- **To help in processing of result (On Semester Basis)**

- To help in declaration of results (On Semester Basis)

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Post Examination work:

- To constantly review the system of examinations in order to enhance the level of impartiality and objectivity with a view to make it better instrument for assessing the attainments of students;
- To form mechanism for redressal of grievances (On Semester Basis)
- To receive the verification and revaluation email form students
- To make the arrangement for distribution of degrees, diplomas and certificates (Convocation)
- To issue duplicate transcript / degree (if lost)
- To make available the statistical/other examination information to UGC/State Government from time to time so as to ensure full compliance of all processes and rules as per UGC and NAAC and related agencies

ACADEMIC CREDENTIALS

Pursuing Doctor of Philosophy (Ph.D.) from Ram Krishna Dharmath Foundation University, Ranchi (A State –Private University).

Masters in Public Administration (M.P.A.), from Indira Gandhi National Open University in the year 2022 with 60 % marks in 2022.

Bachelor of Education (B.Ed.) from Dr. B.R. Ambedkar University, Agra, Uttar Pradesh (State University) with 69 % marks in the year 2014.

M.B.A (Human Resource Development & Marketing) from Sikkim Manipal University (Sikkim) with 84% marks in 2004.

M.Sc. in Environmental Studies from Karnataka State Open University with 58.44% marks in 2012.

B.Sc. (Zoology [H], Chemistry & Botany) from University of North Bengal with 56.3% marks in 2001.

TEACHING EXPERIENCE

Worked as Head & Assistant Professor in Department of Management Studies (Dept. of Commerce 1st July 2016-31st April 2017), Salesian College [A Don Bosco Institution], Siliguri, a NAAC Reaccredited & UGC certified College of Excellence, since 01.07.2016 to 29th November 2018.

#Assistant Professor in Department of Management, Inspiria Knowledge Campus, Siliguri, a college under West Bengal University of Technology, 15.06.2015 to 26.05.2016.

Assistant Professor in Department of Management, Salesian College [A Don Bosco Institution], Siliguri, an UGC certified College of Excellence & NAAC Re-Accredited with 'A' Grade, 19.08.2011 to 12.06.2015.

Lecturer in Dept. of Management, E.I.I.L.M. UNIVERSITY, Sikkim. 15th July 2009 – 18th August 2011.

Faculty -Management Studies in Smart Academy [Authorized University Centre of SIKKIM MANIPAL UNIVERSITY, D.D.E] - 05th MAY 2008 -12th July 2009.

Lecturer in M.B.A at Siliguri Institute of Technology under TECHNO INDIA GROUP since 06th August 2007 -04th May 2008.

Academic Counsellor for U.G. and P.G. Programs of I.G.N.O.U. (Empanelment I.D. - 45155540) for Salesian College, Siliguri (Centre Code-45028) since 2015-till date.

Visiting Faculty at Siliguri Global I.T.I, (Approved by National Council for Vocational Training, Government of India), Sushratnagar since 01.04.2016 to 29th November 2018.

Assistant Professor [Visiting] at EIILM UNIVERSITY, JORETHANG, SOUTH SIKKIM, June 2011 to June 2012.

ADMINISTRATIVE EXPERIENCE

Administrative Co-Coordinator (Promoted from Lecturer) at Information Technology Centre, University of North Bengal Campus; AUGUST 2007- MAY 2008.

Head -Dept. of Management, E.I.I.L.M. UNIVERSITY, Sikkim. 15th July 2009 – 18th August 2011.

Superintendent of Examinations, E.I.I.L.M. UNIVERSITY; September 2009 - JULY 2011.

Examinations Coordinator at Salesian College, Siliguri Campus, July 2011-August 2014 (All Courses), and from July 2016- 29th November 2018. (BBA, B.C.A & M.A. courses)

Proctor for the Indian Institutes of Management Common Admission Test [C.A.T.] 2012

Head, Department of Management, Salesian College, Siliguri, JULY 2013- June 2015.

Coordinated “*SAVOIR FAIRE*”, an Inter College Tech-Management Fest at Salesian College, Siliguri on 30-31st March 2015.

Coordinator, M.B.A. University Extension Programme, Assam Don Bosco University, Assam. July 2013- June 2015.

Head-Department of Management, Salesian College, Siliguri, 1st May 2017-29th November 2018.

Examinations Coordinator (BBA& BCA), Salesian College, Siliguri July 2016-29th November 2018.

RESEARCH PROJECTS CO-ORDINATED

#Coordinator for the One Year Major Project on “Solid Waste Management” at Salesian College Siliguri Campus from 01.07.2017 to 31st March 2017, held in collaboration with United Board for Christian Higher Education in India.

HONORARY ASCRIPTIONS:

#Member of the Editorial Board for Noesis International Scientific Research Journal, an Open Access, Peer Reviewed& Refereed Journal with IJI Factor Indexing.

INVITED LECTURE

Resource Person in the Add-on Course on “KNOWLEDGE ACQUISITION FOR UNDERSTANDING DEVELOPMENT” organized by the Dept. of Computer Science, Cooch Behar College, Cooch Behar on the topic “INTERVIEW ETIQUETTES AND SOFT SKILLS” on 31st May, 2022.

Resource Person in the International e-Entrepreneurship Development Program (EDP) on “Tourism entrepreneurship” and the Theme “Entrepreneurship in Tourism: Dealing with Challenges” organized by School of Business, The Assam Kaziranga University from September 29th – October 2nd, 2020.

Invited Lecture for B.Tech. Semester-V students (Mechanical Engineering) on the subject Principles & Practices of Management (Course code HU-511) at Cooch Behar Government Engineering College, Cooch Behar from 19.11.2019 to 29.11.2019.

Resource Person on Marketing Module for the National Institute for Technical Teachers Training and Research (MHRD-Govt. of India) sponsored Short Term Course on “Principles and Practices of Management” (13th-18th August 2018), at Cooch Behar Government Engineering College, on 14.08.2018.

INDUSTRY EXPERIENCE

Field Sales Officer with INDOCO REMEDIES LTD at Siliguri H.Q. from September 2004 – June 2007.

FACULTY DEVELOPMENT PROGRAMMES AND SHORT TERM COURSES

#One-week Virtual National Level Faculty Development Program on “National Education Policy”, organized by Department of Management Studies in association with IQAC, St.Peter’s Institute of Higher Education and Research(Deemed University),Chennai held from 19.09.2022 to 25.09.2022.

Five Days International Virtual Faculty Development Program from 20th to 24th June, 2022 jointly organized by the Faculty of Education and Academic Staff College, Dr. M.G.R. Educational and Research Institute, Tamil Nadu, Chennai-95, India.

#Two-week (14 Days) International Faculty/Knowledge Development Programme on “Accreditation, Awareness, Planning and Execution(APEX)” designed and executed by Holy Cross College, Agartala and Special Minds, Chennai from April 16-29,2022, with Grade A+.

#One-week Faculty Development Programme on “Enhancing Quality by Unearthing Innovative Practices-EQUIP 2022” jointly organized by IQAC of Mannar Thirumalai Naicker College, Madurai & A.P.C. Mahalaxmi College for Women, Thoothukudi in collaboration with IQAC CLUSTER from April 18-24,2022.

One-week Faculty Development Programme on “Intellectual Property Rights(IPR) Advance Learning in Research & Innovation” organized by Department of Management Studies, SRM Valliammai Engineering College,Tamil Nadu in association with SkillSlate Foundation,Pune from February 14-18,2022.

One-week Faculty Development Programme on “National Education Policy- A Way Forward” organized by Babu Banarasi Das Educational Group, Lucknow in collaboration with Indian Council of Historical Research and Indian Council of Philosophical Research, Ministry of Education, Government of India from September 11-16,2020.

One week TEQIP III Sponsored Short Term Course on “Intellectual Property Rights” organized by Department of Chemistry, Dr. B. R. Ambedkar National Institute of Technology, Jalandhar from 07.09.2020- 11.09.2020.

One-week Faculty Development Program on “Tech Rainbow-Cascading Digital World” organized by Prestige Institute of Management & Research, Indore from 24th August, 2020 to 30th August, 2020.

One-week National Level Online Faculty Development Program “Manah Prabodhanam- Empowering Teaching Professionals- A Wellness Initiative” organized by IQAC & Dept. of Languages, Amrita Vishwa Vidyapeetham, Mysuru Campus, from 14-19th June,2021.

One-week Virtual Workshop on “Research Methodology and Hands on Learning” organized by Kalinga Institute of Social Sciences, deemed to be University, Bhubaneswar, Odisha from 2nd-6th August,2021.

PUBLICATIONS

1. Saha, S. & De, K.: Tourism Potential in Dooars Region-An Analysis and the Way Ahead, Research Chronicler, a Peer Reviewed Refereed and Indexed International Multidisciplinary Research Journal, Volume III, Issue VII, September 2015, PP.70-76, ISSN No.-2347-503X, Impact Factor 0.909.

2. Saha, S.: Issues in Sustainability in the Tourism Industry in West Bengal- Moving Towards Eco-tourism, Research Innovator, International Multidisciplinary Research Journal, Volume II, Issue IV, August 2015, PP.116-124, ISSN No.-2348-7674, Impact Factor 0.887.

3. Saha, S.: The *Haat* of Rural Economy-Rural India’s Traditional Supermarkets, Salesian Journal of Humanities and Social Sciences titled “Contextual Management-Theories and Practices (Platinum Jubilee Special Edition-First Volume), P 51-58, Volume V, Dec.2014, No.2, ISSN-0976-1861.

4. Saha, S: The Facets of the Booming Surrogate Mother Industry in India & the Untold Cases of Non-regulation and Exploitation, S.I.T. Online Journal of Management, ISBN 978-93-82338-87-1.

5.Saha, S: Globalization-The Economic and Sustainable Impacts on Tourism in North Bengal, Seminar Proceedings of UGC sponsored National Seminar on Contemporary North Bengal [1947-2011]: A Discourse on Regional Politics and Economy [HISTEM 2013] P 100-106, ISBN 978-93-84671-07-5.

6. Saha, S: The Lure of Water - What is Water Worth? Seminar Proceedings of UGC sponsored National Seminar on “Population, Urbanisation and Changing State of Environment, P 298-302, ISBN-13 978-93-84671-04-4.

7. Singh, S & Saha, S: Recent Trends of Social Responsibility in Business: Special Reference to Indian Companies, Seminar Proceedings of International Conference on Modern Trends in Social and Basic Sciences (MTSBS-2015, (P 599-610, 2015 ISBN-978-93-82623-51-9).

8. Saha, S, & Singh, S, Importance of Ethics for Professional Accountants: Ethical Dilemmas and Pressures, Salesian Journal of Humanities & Social Sciences, Vol. VI, No. 2 (May 2015) ISSN: 0976-1861 | DOI: 10.51818/SJHSS.06.2015.65-73 | Page No: 65-73 | Section: Article.

9. Saha, S, Prasad, P, & Singh, S.: The Role of E-commerce in Affecting Revenue Cycles in Modern Businesses, SIT Journal of Management (A Bi-Annual Double-Blind Peer Reviewed Refereed Open Access National e-Journal), P 151-163, Volume V Issue 1, June 2015, ISSN-2278-911, Impact Factor-4.125)

10. Saha, S.: The Role of Agricultural Produce Market Committee (APMC) in Rural Agribusiness Sustainability: Should *Mandis* be Broken Up? Seminar Proceedings of UGC Sponsored National Conference on “Major Environmental Issues: Vulnerability and Impacts”, P 369 -375, ISBN-978-93-84671-30-3.

11. Saha, S.: Living on the Extreme Margin: Social Exclusion of the Transgender Population (*Hijra*) in Siliguri Published Online- ISSN 22789111 in S.I.T. Journal of Management with Impact Factor1.232 and in Seminar Proceedings P192-197, ISBN 978-93-5235-998-1.

12. Saha, S: Sustainable Tourism in West Bengal and Lower Assam: Enhancing Experiences and Inspiring Engagement through Interpretation, Salesian Journal of Humanities & Social Sciences, Vol. IX, No. 1 (May 2018) ISSN: 0976-1861 | DOI: 10.51818/SJHSS.09.2018.75-82 | Page No: 75-82| Section: Article.

13. Saha, S: Identification of the Major HRM Practices, Education Today, APH PUBLISHING CORPORATION, New Delhi, ISSN- 2229-5755, Volume No. XII, Issue Number 2, February 2022.

14. Saha, S, Roy Choudhury, S: An Analytical Study on the Post – Covid Management of Work Life Balance and Adaptation Strategies of Staff Nurses in Private Nursing Homes in Siliguri, Periodic Research (Peer Reviewed Refereed and Indexed International Multidisciplinary Research Journal), Social Research Foundation, Kanpur (SRF International) SJIF-7.147, IJIF-6.784, RNI No. UPBIL/2012/55438, P: ISSN No. 2231-0045, E: ISSN No. 2349-9435, VOL.- XI, ISSUE- I, August – 2022, Indexed with Google Scholar and ROAD (Directory of Open Access Scholarly Resources)

PAPER PRESENTATIONS

1. Presented a paper titled” Tourism Potential in Dooars Region-An Analysis and the Way Ahead “(co-author Mr. Kalpak De) at the UGC sponsored National Seminar organized by Siliguri College of Commerce in collaboration with Siliguri Jalpaiguri Development Authority on 16-17 March 2013.

2. Presented a paper titled” Issues in Sustainability in the Tourism Industry in West Bengal Moving Towards Eco-tourism” at the International Conference on Cost Consciousness, Sustainability, Governance and Development [CCCSGD2013], organized by Institute of Cost Accountants of India [ICAI] in association with Gaeddu College of Business Studies [GCBS], Chukha, Bhutan on 15-16 June 2013.

3. Presented a paper titled” Evaluations and Assessments at Salesian College” at the National Assessment and Accreditation Council[NAAC] sponsored National Seminar on Autonomy: A Means to Quality Enhancement, organized by Internal Quality Assurance Cell[IQAC], Salesian College on 23-24 August 2013.

4. Presented a paper titled” *The Haat of Rural Economy-Rural India’s Traditional Supermarkets*” at the UGC Sponsored National Seminar on Contextual Management: Developing Indigenous Management Theories & Practices, organized by Salesian College, in association with Don Bosco Institute of Management, Guwahati, on 5-6 October 2013.

5. Presented a paper titled” *The Facets of the Booming Surrogate Mother Industry in India & the Untold Cases of Non-regulation and Exploitation*” at the Peter F. Drucker Memorial 5th National Conference on Business Innovation, Economics & Management [BIEM 2013], organized by Siliguri institute of Technology in association with Vidyasagar University, (Published in) on 16-17 November 2013.

6. Presented a paper titled” *The Economic and Sustainable Impacts on Tourism in North Bengal*” at the UGC sponsored National Seminar on Contemporary North Bengal [1947-2011]: A Discourse on Regional Politics and Economy [HISTEM 2013], organized by Department of History, Siliguri College, in association with Munshi Premchand Mahavidyalaya, Siliguri, on 22-24 November 2013.

7. Presented a paper titled” *The Problems and Prospects of the Rural markets in India vis-à-vis the Organized Retail Sector: The Way Ahead*” at the UGC sponsored International Seminar on Advancements of Management Thoughts and Practices, organized by Department of Business Administration, Vidyasagar University, in collaboration with Eastern Institute for Integrated Learning in Management, Kolkata & Bengal Chamber of Commerce & Industry on 10-11 February 2014.

8. Presented a paper titled” *Sustainable Work-Life Balance of Working Women in Urban India-The Catalytic Role of Domestic Maids in Restoring the Balance*” at “CONFLUENCE: Master Minds Meet - 2014”, International Conference on ‘Finance, Sustainability, Governance and Development’, organized by Gaeddu College of Business Studies, Gedu, Chukha, Bhutan on 05-07 June 2014.

9. Presented a paper titled” *The Lure of Water - What is Water Worth?*” at the UGC sponsored National Seminar on “Population, Urbanisation and Changing State of Environment”, organized by Dept. Of Geography, Birpara College, Birpara, West Bengal, in collaboration with Siliguri Geo-Environmental Welfare Society on 11-12 September 2014.

10. Presented a paper titled” The Emergence of Distance Education as a Powerful Mode for Creation and Improvement in the Quantum of Knowledge -the Prospects and Challenges” at the One Day National Seminar on Service Sector and Indian Economy in The Post Reform Era organized by North Bengal St. Xavier’s College, Rajganj on 22nd September 2014.

11. Presented a paper titled” Public-Private Partnerships in Indian Infrastructure Development: Options, Challenges and Prospects” at the Indian Council of Social Science Research, New Delhi sponsored two days National Interdisciplinary Seminar on Rural Empowerment in India: Efforts, Achievements and Constraints organized by Department of Geography, Government College, Rhenock, Sikkim in association with Human Resource Development Department, Govt. of Sikkim on 14-15 November 2014.

12. Presented a paper titled” Sustainable Tourism in West Bengal and Lower Assam: Enhancing Experiences and Inspiring Engagement through Interpretation” at the Indian Council of Social Science Research, New Delhi sponsored two days National Seminar on Re-imagining Human-Nature Relationship: Focusing North Bengal organized by Department of Political Science, Salesian College Sonada & Siliguri on 02-03 November 2014.

13. Presented a paper titled” Recent Trends of Social Responsibility in Business: Special Reference to Indian Companies” (Co-Author Sandeep Singh) at the International Conference on Modern Trends in Social and Basic Sciences (MTSBS-2015) organized by Alipurduar College, West Bengal on 27-28 March 2015.

14. Presented a paper titled” The Role of Agricultural Produce Market Committee (APMC) in Rural Agribusiness Sustainability: Should *Mandis* be Broken Up?” at the UGC Sponsored National Conference on “Major Environmental Issues: Vulnerability and Impacts”, organized by Dept. Of Geography, Maynaguri College, Maynaguri, West Bengal, in collaboration with Siliguri Geo-Environmental Welfare Society on 3rd and 4th September 2015.

15. Presented a paper titled” The Commerce Behind E-commerce: Big Players Choosing a Marketplace Model and Sellers Moving in to Seize a Piece of Action” at the 68th All India Commerce Conference-2015, on “Make in India-The Road Ahead”, organized by

Indian Commerce Association, at Vinoba Bhave University, Hazaribag (Jharkhand) on 6th,7th &8th November 2015.

16. Presented a paper titled” Living on the Extreme Margin: Social Exclusion of the Transgender Population (*Hijra*) in Siliguri” at the Peter F. Drucker Memorial 6th National Business Research Conference on Latest Trends in Management, Economics, & Social Sciences [LTMES-2015], organized by Siliguri Institute of Technology, (on 21st November 2015.

17. Presented a paper titled “Bringing in, Living in and Falling out: Labour and Employment issues in context of the Tea Gardens of the Terai- Dooars (North Bengal) in West Bengal.” at the 69th All India Commerce Conference-2016, on “Startup India: Opportunities and Challenges”, organized by Indian Commerce Association, at University of Lucknow (Uttar Pradesh), on 11th, 12th and 13th November 2016.

18. Presented a paper titled “The Broom Boom: Problems and Prospects of the Broom Making Industry in Siliguri, West Bengal- Government Support and the Way Ahead.” at the 19th International Business Horizon -INBUSH ERA WORLD SUMMIT 2019- 20th- 22, FEBRUARY, 2019,on the theme –“ Honoring The Past, Treasuring The Present, Shaping The Future- Global Leaders of Today &Tomorrow” organized by Amity University in collaboration with RMIT-University, Australia, University of Nottingham, University of Birimingham & University of Canberra.

19. Presented a paper titled “Bringing in, Living in and Falling out: Labour and Employment issues in context of the Tea Gardens of the Terai- Dooars (North Bengal) in West Bengal.” at the 72nd All India Commerce Conference-2019, organized by Kalinga Institute of Industrial Technology (KIIT-Deemed to be University), Bhubaneswar, 22nd - 24th December,2020.

20. Presented a paper titled “An Empirical Study on the Post – Covid Management of Work Life Balance and Adaptation Strategies of Staff Nurses in Private Nursing Homes in Siliguri” at the 1st International Management Conference organized by Indian Institute of Management, Bodh Gaya on the theme Post COVID Management Strategies: Recovery, Resilience and Adaptation, 22nd - 23rd April, 2021.

21. Presented a paper titled “Work Life Balance and Adaptation Strategies of Staff Nurses in Nursing Homes in Siliguri” at the National Seminar on Contemporary Innovations & Research in the field of Management, Commerce & Economics towards Global Sustainable Development organized by Department of Management, RKDF University, Ranchi on 30th November,2021.

22. Presented a paper titled “A Comprehensive Analysis of Human Resource Management Practices in the Functioning of Hospitals-A Review” at the International Conference on Recent Innovation in Multidisciplinary Research(ICRIMR-2021) held during 22nd -23rd December,2021, organized by RKDF University, Ranchi.

SEMINARS ATTENDED

#Two-Day Virtual National Seminar on Atmanirbhar Bharat: Need of the hour for reviving as Self-Reliant India amid the Pandemic Covid from 19-Sep-2022 to 20-Sep-2022, organized by the College of Management, SRM Institute of Science and Technology, Kattankulathur, sponsored by the Indian Council of Social Science Research, Southern Regional Centre, Hyderabad.

Two Days National Online Faculty Development Programme on “Plagiarism in Academic Research & Author Identifiers” on 11th & 12th April,2022 organized by Department of Library and Information Science, Indian Institute of Management and Commerce, Hyderabad.

One-day National webinar on “National Education Policy-2020: Prospects & Problems” organized by West Bengal University Officers Association on 30.08.2020.

Two days International Conference on Sustainable Tourism (ICST) 2020, organized by TOURISITY on Digital Platform on 21st and 22nd August,2020.

Two Days Seminar on “Prospects of Retail Business in India” organized by Department of Management, Siliguri Institute of Technology, Siliguri on 11-12 September 2007.

Three days E-Entrepreneurship Development Program on “Entrepreneurship –The Road Ahead” organized by School of Business, The Assam Kaziranga University from 18th August- 20th August, 2020.

One Day State Level Online Awareness Programme on PDS-Shodh Shuddhi in West Bengal” held on 13.08.2020, organized by ShodhShuddhi, INFLIBNET Centre, Gandhinagar, Gujrat.

Participated in “Spit Free India Movement” during June-August, 2020 to prevent the spread of COVID-19.

#Two days International Seminar on Promoting “GNH in BHUTAN AND INDIA” Jointly organized by Gaeddu College of Business Studies, Gaeddu, Bhutan and Loyola College, Chennai on 13-15th May 2012.

Two Days UGC (ERO) Sponsored National Seminar on “Sports and Games-New Approaches to Holistic Education” organized by Salesian College Siliguri Campus on 03rd and 04th August 2012.

Two Days Workshop on Media Awareness jointly organized by National Institute of Social Communications, Research and Training[NISCORT], CBCI Office for Social Communication[CBCI-OSC], Society of St. Paul, SIGNIS-BENGAL on 22-24 February 2013.

One-day workshop on Restructuring the Under-Graduate Syllabus Based on CBCS (Honours and General), organized by Council for Undergraduate Studies in Arts, Science Commerce & Law & Board of Under Graduate Studies in Environmental Studies, University of North Bengal on 8th August 2017.

SEMINARS ORGANIZED

Convener for the 2nd Tata Memorial Inter- University Seminar” on “Towards Sustainable Development: Myth or Reality”, organized by Dept. of Management Studies, Salesian College, Siliguri Campus on 28th March,2018.

MEMBERSHIPS AND ASSOCIATIONS

Life Member of Indian Commerce Association (Membership I.D.-WB 093)

BOOKS/JOURNALS EDITED:

#Co- Editor of Salesian Journal of Humanities and Social Science on “Contextual Management: Theories and Practices”, December 2014, No.2, Volume V, ISSN-0976-1861.

TRAINING

Underwent 1-month training on Employee Welfare Schemes in Power Grid Corporation of India Limited (Govt. of India Enterprise), Siliguri.

Underwent 15 days Industrial training on Total Quality Management & Quality Circles, in Steel Authority of India Limited, (Govt. of India Enterprise), Durgapur.

COUNSEL

University Approved Faculty, Project Guide & Empanelled Examiner for B.B.A. & M.B.A. courses of Manipal University, Jaipur, Directorate of Online Education, January 2023 till date.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on form 01.11.2022 to 04.11.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 26.09.2022 and 27.09.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 26.09.2022 and 27.09.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 06.04.2022 to 08.04.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 27.04.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 06.04.2022 to 08.04.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 21.02.2022 to 22.02.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 10.02.2022.

Officer In-charge for the 23rd West Bengal State Eligibility Test (SET), organized by West Bengal College Service Commission, held at Cooch Behar Panchanan Barma University (Centre Code -300101) on 09.01.2022.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 16.12.2021.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 07.12.2021 to 10.12.2021.

National Testing Agency (N.T.A.), appointed Observer for the National Eligibility Cum Entrance Test (NEET) UG 2021 held on 12th September, 2021.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 20.12.2020 to 25.12.2020.

Designated Officer of Office of the Controller of Examination, Cooch Behar Panchanan Barma University, for dealing with the Public Information Officer(P.I.O.), Cooch Behar Panchanan Barma University on matters related to Right To Information(RTI).

National Testing Agency (N.T.A.), appointed Observer for the National Eligibility Cum Entrance Test (NEET) UG 2020 held on 11th September, 2020.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 16.03.2020 to 18.03.2020.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 24.01.2020.

Officer In-charge for the 22nd West Bengal State Eligibility Test (SET), organized by West Bengal College Service Commission, held at Cooch Behar Panchanan Barma University (Centre Code -3103) on 19.01.2020.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 15.01.2020 (Forenoon) to 17.01.2020(Afternoon).

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 26.12.2019- to 27.12.2019.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University from 04.12.2019- to 06.12.2019.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 29.11.2019.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 09.07.2019.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 03.07.2019.

Centre In-charge for the BDP and P.G. Examinations, 2019 of Netaji Subhash Open University, at Cooch Behar Panchanan Barma University Centre (X-71).

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 14.06.2019.

Controller of Examination (In-charge) at Cooch Behar Panchanan Barma University on 07.06.2019.

Member of the Sports Board of Cooch Behar Panchanan Barma University.

#Presiding Officer at Cooch Behar Parliamentary Constituency for the 17th General Parliamentary Elections, April 2019.

Controller of Examination (In charge) at Cooch Behar Panchanan Barma University, from 20.03.2019 (Afternoon) till 28.03.2019(Forenoon).

Controller of Examination (In charge) at Cooch Behar Panchanan Barma University, on 17.01.2019.

CBSE Appointed Observer for the Kendriya Vidyalaya Sanghthan Recruitment Examination (KVSRE) - 2018 held on 22nd December 2018 & 23rd December 2018, (Saturday & Sunday) at Kendriya Vidyalaya, Bengdubi & Delhi Public School, and Siliguri. (Centre Codes- 45001 & 45302).

Centre Incharge for the Bachelor of Physical Education 1st and 3rd Semester Examinations (CBCS), December 2018, at Cooch Behar Panchanan Barma University.

CBSE Appointed Observer for the UGC NET 2018 held on 8th July, 2018(Sunday) at Kendriya Vidyalaya, Bengdubi .(Centre Code- 90007).

CBSE Appointed Observer for the National Eligibility cum Entrance Test 2018[NEET –UG]- 2018 held on 6th May, 2018(Sunday) at Siliguri Model High School, Senior Secondary, Siliguri. (Centre Code- 514909).

Paper Setter, Moderator & Examiner for BBA (Tourism, Aviation & Hospitality) Course of University of North Bengal, since 18.04.2018 to 29th November 2018.

#CBSE Appointed Observer for the Joint Entrance Examinations (JEE- Main 2018) held on 8th April, 2018(Sunday) at Siliguri, Centre Code 348005, DPS, Siliguri, West Bengal.

Member &Moderator of the U.G. Board of Studies-BBM (CBCS), of Cooch Behar Pachanan Barma University January 2017- until 29th November 2018.

Member & Moderator of the U.G. Board of Studies (COP) of Cooch Behar Pachanan Barma University January 2017 until 29th November 2018.

Examiner for Career Oriented Program (C.O.P) Course of Cooch Behar Pachanan Barma University, since November 2017 to 29th November 2018.

Member of the Vidyalaya Management Committee (Governing Body) of Kendriya Vidyalaya, B.S.F., Baikunthpur (An Autonomous body under MHRD, Govt. of India, CBSE Affiliation No. 2400057, May 2017- till 29th November 2018.

Registered Examiner with Council for Indian School Certificate Examinations (C.I.S.C.E.) until 29th November 2018.

Paper Setter, Examiner & Scrutiniser of Degree Programs & Career Oriented Programs [COP], University of North Bengal; AUGUST 2013- 29th November 2018.

University Approved Faculty, Project Guide & Empanelled Examiner for B.B.A. & M.B.A. courses of Sikkim Manipal University, D.D.E.; JULY 2009- 29th November 2018. (Faculty Code- MBAWB0013).

Observer for the University Grants Commission (U.G.C.) National Eligibility Test for Assistant Professor and Junior Research Fellowship held on 05.11.2017 at Siliguri Centre (Centre Code 90002 – Margaret (S.N.) English School, Siliguri).

CBSE Appointed Observer for the National Eligibility cum Entrance Test 2017 [NEET (UG) - 2017 held on 7th May, 2017(Sunday) at Royal Academy, Siliguri.

CBSE Appointed Observer for the Joint Entrance Examinations (JEE- Main 2017) held on 2nd April, 2017(Sunday) at Siliguri, Centre Code 203006-K.V. Bengdubi, West Bengal.

Observer for the University Grants Commission (U.G.C.) National Eligibility Test for Assistant Professor and Junior Research Fellowship held on 22.01.2017 at Siliguri Centre (Centre Code 89006 –Margaret (S.N.) English School, Siliguri.

Observer for the University Grants Commission (U.G.C.) National Eligibility Test for Assistant Professor and Junior Research Fellowship held on 27.12.2015 at Siliguri Centre (Centre Code 88001-Delhi Public School, Siliguri).

Observer for the University Grants Commission (U.G.C.) National Eligibility Test for Assistant Professor and Junior Research Fellowship held on 28.06.2015 at Siliguri Centre (Centre Code 88006- Rabindra Nagar Girls H.S. School, Siliguri).

SUPPLEMENTARY ASCRIPTIONS

Judge for the Inter School debate (Class VIII-XII) organized by West Bengal Zoo Authority (North Bengal Wild Animals Park) at Bengal Safari on the topic "Wildlife Tourism Can Help in Conservation of Wildlife", on Van Mahotsava and International Tiger Day, on 24.07.2018.

#External Examiner of Environmental Science for I.S.C (Class XII) Students at Don Bosco School, Siliguri, March 2017-29th November 2018.

PAPERS TAUGHT

Consumer Behavior, Entrepreneurship Development, Management of Industrial Relations, Advertising & Sales Promotion Management, Services Marketing, Organization Behavior, Human Resource Management, Business Laws, Strategic Management, Marketing Management, Distribution & Retail Management.

PERSONAL DOSSIER

Father's name : Dr. Nitai Chand Saha
Date of birth : 1st December 1977
Marital Status : Married
Languages Known : English, Hindi and Bengali

LOOKING FORWARD TO:

Serving in a congenial work-environment, a commensurate remuneration and willing to discharge careful and conscientious assignments ubiquitous in the sphere of existence. Should I be favored I assure you of perfect satisfaction and good code of conduct.

REFEREES : AVAILABLE ON REQUEST

DATE:

PLACE: Siliguri

[SHOMIK SAHA]