

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
(A Central University)
(Accredited "A" Grade by NAAC)
Establishment & Recruitment Section-II



No.MANUU/ER-II/EF.90/2019-20/1699

14 January 2020

OFFICE ORDER

Sub: Transfer of certain non-teaching employees – Reg.

Ref: Approval of the Vice Chancellor dated 14.01.2020

The following non-teaching employees are hereby transferred on administrative grounds with immediate effect and posted as per details furnished below:

S N	Name of the Employee	Designation	Present Place of Posting	Proposed Place of Posting upon Transfer
1	Mr. Hamid Mohiuddin Siddiqui	Section Officer	Examination Branch	School of Education & Training
2	Mrs. G. Anasuya	Section Officer	Instructional Media Centre	School of Technology
3	Mr. Mohd. Wajeehuddin Ansari	Section Officer	Finance & Accounts	Examination Branch
4	Ms. Ameena Anjum	Section Officer	PRO Office	Instructional Media Centre

2. Therefore, the Heads concerned are requested to relieve the above employees immediately to enable them to report at their new place of posting.

3. The compliance report of this office order may be forwarded to Office of the Registrar.

Asst. Registrar (ER-II)

Copy to:

1. All the Individuals concerned
2. The Finance Officer
3. The Controller of Examinations
4. The Dean, School of Technology
5. The Dean, School of Education & Training
6. The Director, Instructional Media Centre
7. The Public Relation Officer
8. Office of the VC/PVC/Registrar
9. Joint Director, CIT for uploading on the Website
10. Personal/Concerned Files

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Establishment & Recruitment Section-II



No.MANUU/ER-II/EF.90/2019-20/1700

14 January 2020

OFFICE ORDER

Sub: Transfer of certain Non-Teaching Employees – Reg.

Ref: Approval of the Vice-Chancellor dated 14.01.2020

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The following Library Attendant/ MTS (Contractual) are hereby transferred / shifted on administrative grounds with immediate effect and posted as per details furnished below:

Sl.No	Name of the Employee	Designation	Present place of posting	Transferred & posted at
1	Mr. Mohd. Mujeeb Khan	Library Attendant	Saiyid Hamid Library	Dept. of Urdu
2	Mr. Mohd. Abdul Hameed	MTS (Contractual)	Dept. of Urdu	Saiyid Hamid Library

2. Therefore, the Heads concerned are requested to relieve the above individuals immediately to enable them to report at their new place of posting.

3. The compliance report of this office order may be forwarded to O/o. the Registrar.


Asst. Registrar
(ER-II)

Copy to:

1. The Individuals concerned.
2. The Librarian, SH Library
3. The Head, Dept. of Urdu
4. O/o. the VC/PVC/Registrar / Finance Officer
5. Personal file
6. Concerned file



No. MANUU/ER.II/EF.90/2019-20/1701

14th January 2020

OFFICE ORDER

Sub: Change of posting of Mr. Md. Sayeed Ali Qureshi, DEO (Contractual) from Internal Audit Office to SLL&I – Orders – Issued.

Ref: Approval of the Vice-Chancellor dated 14.01.2020

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In continuation to the Order No.MANUU/ER-II/EF.208(V-XV)/2019-20/1332 dated 06.12.2019 and subsequent approval of the Competent Authority, the place of posting of Mr. Md. Sayeed Ali Qureshi working as Data Entry Operator on contractual basis at Internal Audit Office is hereby changed to School of Languages, Linguistics & Indology with immediate effect.

2. He shall report to the Dean, SLL&I immediately.
3. The other terms & conditions mentioned in the said order shall remain unchanged.
4. This issues with approval of the Competent Authority.


Assistant Registrar
(ER-II)

Copy to:

1. Mr. Md. Sayeed Ali Qureshi, DEO (Contractual)
2. Internal Audit Office
3. Office of the Dean, SLL&I
4. Offices of the VC/PVC/Registrar/Finance Officer
5. Concerned file