

OFFICE OF THE REGISTRAR
BENGAL ENGINEERING AND SCIENCE
UNIVERSITY, SHIBPUR

P.O. Botanic Garden
Howrah – 711103
West Bengal India



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Ref. No. :RMS -1/764

Date: 7 December 2012

To

The Head of Department / Director of School
Department / School of
Bengal Engineering and Science University, Shibpur
Howrah – 711 103

Sub: Request for sending updated CV of all designated full Professors
(in regular service or under extension) working in the Department

Madam / Sir,

As per direction of the Vice Chancellor I am forwarding herewith the hard copy of the prescribed format of CV as prepared by West Bengal State Council of Higher Education (copy enclosed). Soft copy of the said format is being sent to all the Professors in their respective e – mail IDs. The format may also be available in the University website (www.becs.ac.in).

You are therefore requested to intimate all the designated full Professors (in regular service or under extension) of your Department / School and also request them to submit duly filled up format to the following e – mail IDs: regis@becs.ac.in and do999@rediffmail.com as early as possible by 31st December 2012.

The hard copy of the same is also to be submitted to the office of the undersigned for necessary compilation.

Thanking you,

Yours faithfully,

Sd/-

(B. Bandyopadhyay)
Registrar

Encl:

- 1) A letter of Vice Chairman, West Bengal State Council of Higher Education vide reference no. CV/VC/388/SCHE/2012 dated November 6, 2012
- 2) Format of CV

Copy forwarded for information and necessary action to:

- 1) All Professors..... (in regular service or under extension) through e – mail
- 2) Deputy Registrar, BESUS
- 3) Dr. Biman Das, Development Officer, BESUS
- 4) Record Section
- 5) Executive Secretary to the Vice Chancellor, BESUS
- 6) University website


(B. Bandyopadhyay)
Registrar, BESUS

Format of CV

1. Name of the Professor in full:
(BLOCK Letters)
2. Department / School:
3. University
4. Contact details
 - (i) Address for
Communication
 - (ii) Email
 - (iii) Phone (Mobile) Residential / Office
5. Date of Birth (DD/MM/YYYY)
6. Sex (Please tick) Male/Female
7. Academic Records

Examination/ Degree	Board/ Council/ University/ Other Examining Body	Year of Completion	Division/ Class with % of Marks	Major Subjects/ Discipline
Under – graduation (UG) Name of Degree				
Masters level (PG) Name of Degree				
M. Phil				
Ph. D. (Sc./Engg./Arts/ Com/ Others)				
UGC NET – JRF/GATE/Other				

8. Give the details of experience in industry and or in teaching/research.

9. Publications (please list in an additional sheet)

a) Journal Publication:

Number of papers in Refereed Journal:

b) Conference publication:

c) Books /Monographs / reference Books / Text Books

d) Chapters contributed in Edited Volumes published by

International publishers:

National level publishers:

e) Editing of volumes published

f) Translation Work

10. Research Activity

a) Honours and Awards received with name of a awarding agency and year

.....
.....

b) Post Doctoral Fellowship availed of :

Name of the Fellowship	Funding Agency / Institute	Host Institution	Period

c) Research projects and consultancy carried out/ ongoing funded by government funding agencies / industries or organization of National and International repute

1. Research Projects

Title of the Project	Funding Agency/ Institute with amount approved	Year of duration	Completed / ongoing

2. Consultancy

Use additional sheet if necessary.

d) M. Tech / M. Phil / PhD Research Supervised an awarded

e) Number of Papers presented in conferences / seminars etc. (by self or co – authors)

f) Number of Invited lectures (including Refresher Courses, Training Courses, Orientation Programme)

11. Involvement with academic bodies

Academic Body	Institution	Position/ Nature of assignment	Period / years

12. Date of joining as Lecturer, Assistant Professor (Associate Professor) and Professor in this University.

13. Present pay

14. Any other relevant information

Date :

Signature with Name

Place :