



UNIVERSITY OF MYSORE  
UNIVERSITY SCHOOL OF FOREIGN LANGUAGES

ಮೈಸೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ ವಿದೇಶಿ ಭಾಷೆಗಳ ವಿಭಾಗ  
Humanities Building, II Floor, Manasagangotri, Mysore - 570 006. Ph. (O) 91821-2419342

Shri Ramesh Jayaramaiah  
Assistant Professor of English & Coordinator  
University School of Foreign Languages

MGUSOFL/53 /dated: 16-12-2022

ಗೆ,

ಉಪಕುಲಸಚಿವರು ( ಶಾ.ನಿ.ವ್ಯ )  
ಮೈಸೂರು ವಿಶ್ವವಿದ್ಯಾನಿಲಯ  
ಮೈಸೂರು.

ET-05.  
17/12/2022.

ಮಾನ್ಯರೆ,

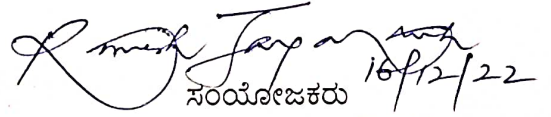
ವಿಷಯ: ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಯ ಕರ್ತವ್ಯ ಹಾಗೂ ಹೊಣೆಗಾರಿಕೆ ವಿವರಗಳನ್ನು ನೀಡುವ ಕುರಿತು.

ಮೇಲ್ಕಂಡ ವಿಷಯಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ವಿಶ್ವವಿದ್ಯಾನಿಲಯ ವಿದೇಶಿ ಭಾಷೆಗಳ ಶಾಲೆ ಅಧ್ಯಯನ ವಿಭಾಗದಲ್ಲಿ ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಯ ಕರ್ತವ್ಯ ಹಾಗೂ ಹೊಣೆಗಾರಿಕೆ ವಿವರಗಳನ್ನು ಕಳುಹಿಸಿಕೊಡಲಾಗಿದೆ.

Sl. No.	Name & Designation	Nature of work
1	Mrs. Asha Kumari B.R. Data Operator	Online and offline Admission work, Exam work, BOS and BOE work letter corresponds of the department stocks maintenance, Salary bill of Guest Faculty and Non-teaching, DC bill of the department. Student interaction for open Elective Classes
2	Mr.Basavaraju B. Data Operator	Online and offline Admission work, Exam work, BOS and BOE work letter corresponds of the department stocks maintenance, Salary bill of Guest Faculty and Non-teaching, DC bill of the department. Student interaction for open Elective Classes
3	Thimmaiah D. Second Division Clerk	Online and offline Admission work, Exam work, BOS and BOE work letter corresponds of the department stocks maintenance, Salary bill of Guest Faculty and Non-teaching, DC bill o the department. Student interaction for open Elective

4	Kumar C. Ground Man	Tappal dispatch opening and Closing the locks of the department Cleaning of the benches in the classrooms, Chairperson room and office room.
5	Madan Kumar P. Gardner	Tappal dispatch opening and Closing the locks of the department Cleaning of the benches in the classrooms, Chairperson room and office room.

ವಂದನೆಗಳೊಡನೆ,

  
ಸಂಯೋಜಕರು 16/12/22

**CO-ORDINATOR**  
**University School of Foreign Languages**  
**Manasagangothri**  
**Mysore - 570 006**