

Department of Microbiology
S. K. Medical College, Muzaffarpur

As per direction of Principal order letter no. 1338/17 dated – 23.06.17

Weekly work log book 03/09/18 to 08/09/18

Letter No. - MICRO- 426/18.

Dated:- 13/09/18.

Sl No.	Name of Staff	Designation	Details of done the work
1	Sri Upendra Kumar Nirala	Data Entry Operator (IDSP)	IDSP related report collecting compiling & sending. Departmental work as per direction of HOD Microbiology. Principal office work as per direction of Principal & Student Section work.
2	Sri Dhiraj Vivek Sheel	Lab Technician	Done the work of store, Lab & as per direction of HOD and other works.
3	Sri Sunil Kumar	Lab Technician	Culture reporting, sterilization, sample collection, culture & sensitivity work.
4	Sri Shyam Kumar	Lab Technician (On Deputation)	Patient's registration and report preparation work.
5	Sri Awadhesh Kumar	Lab Technician	Virology work, IDSP register maintain 7 other departmental work.
6	Sri Pawan Kumar	Lab Technician	Sample collection and testing.
7	Sri Amrendra Kumar Suman	Lab Technician	SRL Work & Departmental work as per direction of HOD Microbiology.
8	Sri Piyush Ranjan	Lab Technician	SRC Work.
9	Sri Jay Prakash Singh	Counsellor	ICTC Work.
10	Sri Raj Kishore Kumar	Lab Technician	ICTC Work.
11	Sri Manish Kumar	Research Asst.	ICMR (AES/JE) Work.
12	Smt. Poonam Kumari	Lab Technician	Gene Expert.
13	Sri Abhay Kumar Mishra	Lab Attendant	Report distribution & others Laboratory works.
14	Sri Braj Mohan Ram	Lab Attendant	Patient's report distribution in ward, Culture tube sterilization, report signed by officer & other laboratory works.
15	Sri raj Kumar Sah	ward Attendant	Done the all work, as per direction of HOD.
16	Sri Nathuni Ram	Sweeper (Outsource)	Done the Cleaning work of all rooms of concerning department.

Sri Krishan Medical College, Muz.

Letter No.: 3270/18

Date: 13/9/18

Registrar Sign



HOD Microbiology
S. K. Medical College, Muzaffarpur.

Department of Microbiology
S. K. Medical College, Muzaffarpur

As per direction of Principal order letter no. 1338/17 dated – 23.06.17


Weekly work log book **27/08/18 to 01/09/18**

Letter No. - **Micro-425/18.**

Dated:- **13/09/18.**

Sl No.	Name of Staff	Designation	Details of done the work
1	Sri Upendra Kumar Nirala	Data Entry Operator (IDSP)	IDSP related report collecting compiling & sending. Departmental work as per direction of HOD Microbiology. Principal office work as per direction of Principal & Student Section work.
2	Sri Dhiraj Vivek Sheel	Lab Technician	Done the work of store, Lab & as per direction of HOD and other works.
3	Sri Sunil Kumar	Lab Technician	Culture reporting, sterilization, sample collection, culture & sensitivity work.
4	Sri Shyam Kumar	Lab Technician (On Deputation)	Patient's registration and report preparation work.
5	Sri Awadhesh Kumar	Lab Technician	Virology work, IDSP register maintain & other departmental work.
6	Sri Pawan Kumar	Lab Technician	Sample collection and testing.
7	Sri Amrendra Kumar Suman	Lab Technician	SRL Work & Departmental work as per direction of HOD Microbiology.
8	Sri Piyush Ranjan	Lab Technician	SRC Work.
9	Sri Jay Prakash Singh	Counsellor	ICTC Work.
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14	Sri Braj Mohan Ram	Lab Attendant	Patient's report distribution in ward, Culture tube sterilization, report signed by officer & other laboratory works.
15	Sri raj Kumar Sah	ward Attendant	Done the all work, as per direction of HOD.
16	Sri Nathuni Ram	Sweeper (Outsource)	Done the Cleaning work of all rooms of concerning department.

Sri Krishan Medical College, Muz.
3269/18
 Letter No.:
 Date:
 Signature Sign


 HOD Microbiology
 S. K. Medical College, Muzaffarpur.