

EARN WHILE YOU LEARN PROGRAM
2015-16

Job Category	Job Title	Job Description	Time Limit	Number of students required	Remuneration
A	Lab Monitoring	Monitor the lab so that the discipline in the lab can be maintained. Student will keep track of the coming students using register maintained at the entry gate of the lab so as to ensure in-out entry of the student. Will keep watch that the students are in labs for learning purpose only. In case any problem occurs then he/she needs to contact at first instance security guards and then later brief work supervisor. Student will also ensure that fans, lights and AC are turned off when lab is not in use Working time would be based on the time table set for the respective batches.	2 hours per day	3	Rs 50/ per lab Session (1 session= Maximum 2 hours)
A	Website Management	Those students who are well versed in web development in Word Press and graphics designing. They will be responsible to maintain the university website along with its up gradation. Team must keep the backup of the website of last 30 days. Working time would be after academic hours	4 hours per day	2	Rs 150 per day
B	Library work	Students can work after the class hours for assisting the librarian/library committee. However they will not be allowed to issue books to other students. Timings would be 4 p.m. to 10 p.m	14 hours/week	6	Rs 50/ per day
C	Photography/ Videography	Two students will be taken for this job, one for photography and another one for videography. Note: Prior information to be given to Course-Coordinators.	4 Hours/Event subject to maximum of 2 event	2	Rs 150 upto 2 hours and Rs 300 if exceed 2 hours and upto 4 hours

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			a day irrespective of number of hours		
C	Network Maintenance	The students are required to maintain the network connectivity in university campus Student must have practical knowledge about network administration.	2 hours per day	2	Rs 50/Hour (Rs. 100 per day)
C	Vermiculture and Nursery Management	Day to day management of the Unit and help in Vermicompost production and plantation for nursery Timings would be as per the convenience	2 hours per day	2	Rs 50 per day

- A- Teaching/research/project work
- B-Physical activity and education
- C-Others (non-academic)

Work Supervisors

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1. Lab Monitoring- Mr. Arjun Choudhary along with the coordinator of each batch other than MS/M.Tech. Batch
2. Website Management- Mr. Arjun Choudhary
3. Library Work- Dr. Kanika Panwar
4. Photography/ Videography- Event Coordinator
5. Network Maintenance- Mr. Vikas Sihag
6. Vermiculture and Nursery Management- Dr. Devendra Mohan

Note-

2. Any kind of grievances (with proof), suggestions to improve the program are most welcome by the faculty, staff and students. It would be kept confidential. For that the Committee will very soon come up with a mechanism.