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**Date of joining ICAR-NRCY: 14.03.2011(FN)**

### **Academic Qualification**

B.A. (Part-I) : Gauhati University, Guwahati, Assam (1991)  
Intermediate : Assam Higher Secondary Education Council, Guwahati, Assam (1989)  
Matriculation : Board of Secondary Education, Guwahati, Assam (1986)

### **Professional Experience**

13.04.1992 – 31.10.2004 : Junior Stenographer, ICAR-NRC on Yak, Dirang  
10.11.2004 - 28.02.2011 : Personal Assistant, ICAR Research Complex for Eastern Region, Patna  
14.03.2011 – 16.01.2023 : Private Secretary, ICAR-NRC on Yak, Dirang  
17.01.2023 – Continue : Principal Private Secretary, ICAR-NRC on Yak, Dirang

### **Trainings/Workshops/Seminars Attended :**

1.	Passed Hindi Typewriting Examination under Hindi Teaching Scheme, Exam. Wing New Delhi, Dept. of Official Language, Ministry of Home Affairs, Govt. of India during July, 1997
2.	Training Course MS Office – 97 at Indian Agricultural Statistics Research Institute (ICAR), New Delhi from 12-17 <sup>th</sup> April, 1999
3.	Training programme on ‘Enhancing Effectiveness of PS / PA & Staff’ at CERPA, New Delhi from 08-10 <sup>th</sup> September, 1999
4.	Training programme on ‘Effective PAs / PSs and Other Staff’ at CERPA, New Delhi from 20-22 <sup>nd</sup> April, 2006
5.	Training Course on ‘Human Relation Management at Work’ at ICAR Research Complex for Eastern Region, Patna organized by NAARM, Hyderabad from 6-8 <sup>th</sup> February, 2007
6.	‘National Raj Bhasha Sammelan’ at Bharatiya Rajbhasha Parishad, Jagannathdhaam, Puri, Odisha from 19-21 <sup>st</sup> October, 2011
7.	‘Internal Auditor Course (In ISO 9001:2008)’ at ICAR-National Research Centre on Yak, Dirang organized by IMS Certification Pvt. Ltd., Chennai from 28 <sup>th</sup> February - 01 <sup>st</sup> March, 2013
8.	‘Awareness Course (In ISO 9001:2008)’ at ICAR-National Research Centre on Yak, Dirang organized by IMS Certification Pvt. Ltd., Chennai from 01 <sup>st</sup> & 2 <sup>nd</sup> March, 2013
9.	‘गहन हिंदी कार्यशाला सं. 414’ at Central Hindi Training Institute, Department of Official Language, Ministry of Home Affairs, Govt. of India, New Delhi from 17-21 <sup>st</sup> November, 2014
10.	“Enhancing Efficiency and Behavioural Skills” at ICAR-NAARM, Hyderabad nominated by Hon’ble Secretary, DARE & DG, ICAR, New Delhi from 28 <sup>th</sup> July to 03 <sup>rd</sup> August, 2016
11.	2 days Workshop on “Feed Formulation, Preparation and Demonstration for Promoting Trout Fisheries in Eastern Himalayan Region” ICAR-DCFR, Nainital in collaboration with ICAR-NRC on Yak & Dept. of Fisheries, Govt. of Arunachal Pradesh during 29-30 <sup>th</sup> October, 2018
12.	2 days Workshop on “Prospects of Commercialization of Yak Products” ITMU of ICAR-NRC on Yak, Dirang during 14-15 <sup>th</sup> February, 2020
13.	One day Workshop on ‘Commercialization of Yak Based Products’ ICAR-NINFET, Kolkata in collaboration with ITMU Unit, ICAR-NRC on Yak, Dirang, Arunachal Pradesh on 17 <sup>th</sup> March, 2022

Other Activities :

### **\* Participated in ICAR –Zonal Sports Tournament (Eastern Zone) at :**

- ICAR-Research Complex for Eastern Region, Patna, Bihar
- ICAR-Central Rice Research Institute, Cuttack, Odisha [Runners/2<sup>nd</sup> Position in the Badminton (Team)-2016] &
- ICAR-National Institute of Secondary Agriculture (formerly ICAR-IINRG), Ranchi, Jharkhand [Runners / 2<sup>nd</sup> Position in the Badminton (Team)-2018].