

DR. VARUN KUMAR

Dean, Faculty of Medical & Allied Health Sciences, Jagannath University, Bahadurgarh

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PROFILE SYNOPSIS

- Highly ambitious and competent professional with **over 19 years of experience** in inspections, approvals, affiliations, office administration, statutory compliance, admissions and examinations.
- Preparation of various kinds of Reports for approval (**All Indian Council for Technical Education (AICTE), National Council of Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), Pharmaceutical Council of India (PCI), Council of Architecture (COA), Medical Council of India (MCI), Dental Council of India (DCI), UGC, UGC 12B & NAAC or any other such regulatory body**).
- Affiliation and Liaising with several universities comprising UHSR Rohtak, HSBTE.
- Strong public dealing skills and liaison with associated stakeholders for approvals, inspections and affiliations.
- Effective in dealing with students' admissions, examinations, concerns and grievances.
- Sound understanding of office administration with a meticulous attention to detail
- Successful at motivating staff through clear communication and outstanding organizational skills

AREAS OF EXPERTISE

Inspection	Documentation	Students Admission
Approvals	Public Relations	Examination Conduct
Affiliations	Office Administration	NEP-2020 implementation
Statutory Compliance	Staff Management	Academic Planning
Team Coordination	Academic	Leadership Acumen
Stakeholders Liaison & Coordination	Reporting	Ordinance and Statutes

KEY ACHIEVEMENTS

- Annual approvals/extension of approvals from PCI,UGC, AICTE, DTE, NCTE & University.
- Increase or reduction in sanction intake based on the demand each year.
- Affiliations from various universities and board including UHSR Rohtak, HSBTE.
- Successfully taken care of Registrar Office/ Dean Academics/VC Office/Department of Pharmacy/ Dept. Of Physiotherapy/ Dept. of Paramedical , at JaganNath University, from PCI and UGC.
- Dealt efficiently from student counselling to successful conduct of university and sessional examination throughout the service tenure.
- Ensured that academic policies effectively support the goals of the Institute's vision and, as necessary, recommend changes in academic policy and programs.
- Interacted and collaborated with students, parents, corporate sector, Government Agencies and the community to build an environment that maximizes student learning, academic performance, and social growth.
- Lead improvements in academic quality by ensuring that rigorous processes are in place for all academic activities and by developing faculty recruitment, mentoring, performance review, and promotion policies and procedures so as to continuously elevate the level of teaching and learning.
- Provided student welfare, counselling and development facilities and student entrepreneurship centre.
- Proven skills in managing all aspects of admissions, academics and resources, academic audit, change agent, university development, innovations, leadership, financial planning, and budgeting, human resource management, coordinating university and college-level academic issues, making and implementing policies and strategies, developing junior faculty, curriculum design and development, and strong linkages between the University and its stakeholders, particularly industry, Government and community.

ADMINISTRATIVE EXPERIENCE

JaganNath University,
Bahadurgarh, Haryana

Professor/Dean
From 01/07/2019 to
Till Date

Manav Bharti University, Solan

Professor
Two Years

R.K.S.D. College of Pharmacy
Kaithal, Haryana

Associate Professor
Three Years

R.K.S.D. College of Pharmacy
Kaithal, Haryana

Assistant Professor
Nine Years

- **Inspections & Approvals:**

- Preparation of various kinds of Reports (**All Indian Council for Technical Education (AICTE), National Council of Teacher Education (NCTE), Bar Council of India (BCI), Indian Nursing Council (INC), Pharmacy Council of India (PCI), Council of Architecture (COA), , UGC, UGC 12B & NAAC or any other such regulatory body**)
- Affiliation and Liaising with UHSR Rohtak, HSBTE.
- Fee fixation from State Fee Committee.
- Arrangement of staff, equipments, laboratories.
- Documentation related to inspection (AICTE, UGC & University).

- **Office Administration:**

- Dean Academic Affair.
- Dean Faculty of Medical & Allied Health Sciences
- Additional Charge of Registrar for Two Years at jagannath University, Bahadurgarh

- **Examinations: -**

- Appointment of Paper Setters and Examiners with the approval of Director and ascertain their consent and availability.
- Ensure Smooth Conduct of Examination (Internal & University).
- Ensure result tabulated and compiled with utmost care and thoroughly checked and rechecked before putting up the same to the Director for his perusal.
- Examination Management-Seating Plan, Conducting exams.
- Coordination of all the Examination activities.

- **Personal Relations: -**

- PRs with students, parents and staff.

TECHNICAL SKILLS

- Well versed with **MS Office applications (MS Word, Excel, PowerPoint and Outlook) and other instruments related to Pharmacy**

ACADEMIC CREDENTIALS

- PhD in Pharmaceutical Science.
- M.Pharmacy. (P' Chemistry), B.Pharmacy.
- 2 years Diploma in Pharmacy.
- **Published 23 books, 10 patents and 25 research papers.**

QUALITATIVE SKILLS

- Ability to build a strong network and public relations
- Effective in solving problems and providing solutions.
- Composed and articulated with precision.
- Self-motivated and encourage staff members in getting things done.
- Quick learner having the willingness to learn in a constantly dynamic environment.

PERSONAL DETAILS

- DOB : 28-January-1980
- Gender : Male
- Hobbies : Reading, travelling and watching movies

(Dr. Varun Kumar)