

## Brief Profile

**Dr. Rajiv Kumar Singh**

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D.O.B: 11.11.1977

Qualifications: PGDM-Finance & HR, M.Com, PhD (Commerce)

Experience: 23+ years of teaching & educational administration

Address:

*106, Rialto Tower Omaxe Heights  
Sec-86, Faridabad-121006 (HR)*

- Serving as Registrar of Gurugram University (A State Govt. University) at Gurugram in Academic Pay Level 14,
- Controller of Examinations for 4 years in J. C. Bose University of Science & Technology, YMCA (A State Govt. University) Faridabad in Academic Pay Level 14,
- Deputy Registrar for 5 years in J. C. Bose University of Science & Technology, YMCA (A State Govt. University) Faridabad in Pay Band III i.e. Rs 15600-39100 with GP 7600,
- Associate Professor for 4 years in Manav Rachna Educational Institutions at Faridabad in the pay band IV i.e. Rs 37400-67000 with AGP 9000,
- Assistant Professor for 10 years in Affiliated Institutes at Faridabad and Meerut in the pay scale of Rs 12000-420-18300/ Rs 8000-275-13500 (pre-revised in 5<sup>th</sup> CPC equiv. to P.B III with AGP 8000/6000 in 6<sup>th</sup> CPC)

### Achievements:

- Significant contribution to development of Institutions through:
  - Connecting the students to the course, faculty and other resources of the University through enrollment, teaching learning, assessment, examination and related activities
  - Preserving the academic integrity, adherence to academic policies, providing academic services to various constituents and maintaining the academic records
  - Use of ICT (through self structured Excel enabled tools) in educational administration for increasing efficiency
- Independently carried out the recruitment & selection drive for Universities
- Implementation of ERP modules in the University
- Experience of guiding Research (PhD) Scholars
- Conducted Study on various projects including:
  - Critical Evaluation of SEBI's regulatory framework
  - Impact of Corporate Governance on cost of equity in India
  - Investment in Indian Power Sector: Issues and Challenges
  - Private Self Financing Professional Institutions: At Cross road

### Strengths:

- Good analytical and reasoning skills
- Experience of implementing ICT in educational Institution