

CURRICULUM VITAE

FACULTY PROFILE FOR NBA ACCREDITATION

Government Polytechnic Madhepura | Department of Mechanical Engineering

1. PERSONAL DETAILS

Particular	Details
Name	Er. Surendra Prasad
Designation	Lecturer
Department	Mechanical Engineering
Institution	Government Polytechnic Madhepura, Bihar
Date of Birth	12.12.1983
Date of Joining	25.05.2018
Employee ID	10838611
Mobile No.	8618558375
E-mail	Surendra.pd83@gmail.com

2. PROFESSIONAL PROFILE

Lecturer in Mechanical Engineering with experience in teaching, laboratory instruction, student mentoring, academic planning, departmental coordination and institutional activities. Actively involved in academic and administrative responsibilities, student development, scholarship coordination, quality-assurance activities and other institutional initiatives.

3. EDUCATIONAL QUALIFICATIONS

S.No.	Qualification	Specialization	Institution / University	Year	Percentage / CGPA
1	Ph.D.				
2	M.Tech./M.E.	Thermal Engineering	IIT Roorkee	2011	7.32
3	B.Tech./B.E.	Mechanical Engineering	Dr MGR Educational and Research Institute University	2009	9.05
4	Diploma				
5	Other				

4. PRESENT POSITION

Particular	Details
Designation	Lecturer
Department	Mechanical Engineering
Institution	Government Polytechnic Madhepura
Date of Joining Present Institution	25.05.2018

Major Academic Responsibilities:

- Teaching theory and practical courses in Mechanical Engineering.
- Preparation and delivery of lectures as per prescribed curriculum.
- Conduct of laboratory experiments and term work.
- Preparation and evaluation of internal assessments.
- Student mentoring and academic counselling.
- Participation in departmental academic planning and meetings.
- Support for Outcome-Based Education (OBE) and NBA-related documentation.

5. TEACHING EXPERIENCE

S.No.	Institution	Designation	Department	From	To	Total
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						Experience
1	Government Polytechnic Madhepura	Lecturer	Mechanical Engineering	25.05.2018	Present	8 year 2 Month
2						

Total Teaching Experience: 8 Years 2 Months

6. SUBJECTS / COURSES TAUGHT

S.No.	Semester	Subject / Course	Theory / Practical	Academic Year
1	1	Electrical and Electronics Workshop	Practical	_____
2	2	Mechanical Workshop	Practical	_____
3	3	Basic Thermodynamics	Theory and Practical	_____
4	4	Applied Thermodynamics & HVAC	Theory and Practical	_____
5	5	3 D printing and Design(Basic)	Theory and Practical	_____
6	6	3 D printing and Design(Advance)	Theory and Practical	_____

7. LABORATORY / PRACTICAL EXPERIENCE

- Conducted laboratory experiments as prescribed in the curriculum.
- Guided students in practical work and term work.
- Maintained laboratory records and ensured timely completion of practical courses.
- Demonstrated experimental procedures and promoted safe laboratory practices.
- Evaluated practical performance, records and viva-voce as applicable.

Laboratories Handled: _____

8. STUDENT MENTORING AND ACADEMIC ACTIVITIES

- Student mentoring and academic counselling.
- Monitoring of student attendance and academic performance.
- Interaction with students regarding academic progress and difficulties.
- Participation in parent-faculty interaction/meetings.
- Orientation of newly admitted students.
- Support for student participation in academic and co-curricular activities.
- Guidance regarding scholarships, internships and career opportunities.

9. INSTITUTIONAL / ADMINISTRATIVE RESPONSIBILITIES

S.No.	Responsibility	Role / Position	Period
1	HOD, Mechanical Engineering	In-charge	_____
2	Registration section	In-charge	_____
3	Assistant Examination Controller	In-charge	_____
4	workshop superintendent	In-charge	_____
5	Sports	Coordinator	_____
6	HRMS Maker	Officer	_____
7	GEM Buyer	Officer	_____
8	KYP coordinator	Coordinator	_____

10. NBA / OBE RELATED CONTRIBUTIONS

- Contribution towards preparation and compilation of NBA-related academic documents.
- Maintenance and presentation of course files and academic records.
- Preparation/documentation of Course Outcomes (COs) and Programme Outcomes (POs), wherever assigned.
- Compilation and maintenance of student performance and attainment-related records.
- Support in preparation of evidence and documentation required for accreditation activities.
- Participation in departmental academic planning and quality-improvement initiatives.
- Maintenance of laboratory, practical and term-work documentation.
- Support for continuous improvement of teaching-learning processes.

11. TRAINING / FACULTY DEVELOPMENT PROGRAMMES

S.No.	Programme / Training	Organizing Institute	Duration	Year
1	Induction Phase -1	NITTTR,Bhopal	2 week	2019
2	Induction Programme Phase-2	NITTTR,Bhopal	2 week	2020
3	Hands on Training on Sar Filling Of NBA Accreditation	NITTTR,Bhopal	1 week	2021
4	Moocs Module-1 to 8	NITTT	61 days	2021-2022
5	Induction Training	BIPARD Gaya	1 week	2023
6	Inspection and Quality Control in Manufacturing	NPTEL	4 week	2024
7	Industrial Training	NTPC LTD Kahalgaon	3 week	2024
8	Lab manual Development	NITTTR,Bhopal	1 week	2026

12. WORKSHOPS / SEMINARS / CONFERENCES

S.No.	Title / Theme	Organizing Institution	Role	Date / Year
1			Participant	
2			Participant	
3			Participant	

13. RESEARCH / PUBLICATIONS

Research Papers:

1. _____
2. _____
3. _____

Books / Book Chapters:

1. _____
2. _____

Patents / Research Projects:

1. _____
2. _____

Google Scholar / ORCID / ResearchGate: _____

14. PROJECT / INDUSTRIAL / FIELD EXPERIENCE

- Guided / participated in _____.
- Field / industrial visits conducted or coordinated: _____.
- Student project guidance: _____.
- Relevant professional / industry experience: _____.

15. STUDENT PROJECT GUIDANCE

S.No.	Project Title	Student(s)	Academic Year	Role
1				Guide
2				Guide
3				Guide

16. ACHIEVEMENTS / AWARDS / RECOGNITION

1. _____
2. _____
3. _____

17. PROFESSIONAL / TECHNICAL SKILLS

- Mechanical Engineering technical knowledge
- Teaching and laboratory instruction
- Student mentoring and counselling
- Academic documentation
- Outcome-Based Education (OBE)
- NBA accreditation documentation
- MS Office / Word / Excel / PowerPoint
- AutoCAD / relevant Mechanical Engineering software
- Academic planning and coordination

18. CO-CURRICULAR / EXTRA-CURRICULAR ACTIVITIES

- Sports and student activities coordination.
- Participation in institutional programmes.
- Organization / coordination of student activities.

19. INSTITUTIONAL CONTRIBUTION

Contributed to the academic and administrative functioning of Government Polytechnic Madhepura through teaching, laboratory instruction, student mentoring, departmental coordination, scholarship facilitation, hostel administration, student welfare activities, quality-assurance initiatives and participation in various institutional committees and programmes.

20. PROFESSIONAL MEMBERSHIP

S.No.	Professional Body	Membership No.	Year
1			
2			

21. REFERENCES

S.No.	Name / Designation	Institution	Contact
1			
2			

22. DECLARATION

I hereby declare that the information provided above is true and correct to the best of my knowledge and belief. I understand that the supporting documents/certificates may be produced for verification whenever required.

Place: Madhepura, Bihar

Date: _____

Signature: _____

Er. Surendra Prasad
Lecturer, Mechanical Engineering
Government Polytechnic Madhepura