



श्री चित्रा तिरुनाल आयुर्विज्ञान और प्रौद्योगिकी संस्थान, त्रिवेंद्रम, तिरुवनन्तपुरम - 695 011, केरल, भारत
SREE CHITRA TIRUNAL INSTITUTE FOR MEDICAL SCIENCES AND TECHNOLOGY, TRIVANDRUM
THIRUVANANTHAPURAM - 695 011, KERALA, INDIA
(एक राष्ट्रीय महत्व का संस्थान, विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार)
(An Institution of National Importance, Department of Science and Technology, Government of India)
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कार्मिक एवं प्रशासनिक प्रभाग
PERSONNEL & ADMINISTRATIVE DIVISION

No. P&A.I/X/46/SCTIMST/2024

दिनांक Date :29/07/2024

- Ref : 1) General Transfer Policy Guidelines dated 29.05.2010
2) Amendment to the General Transfer Policy Guidelines No:P&A.I/39/SCTIMST/2012 dated 09/11/2012
3) Amendment to the General Transfer Policy Guidelines No:P&A.I/39/SCTIMST/2022 dated 29/03/2022
4) Provisional list of employees due for transfer dated 07/06/2024
5) Meeting HoD-NS dated 24.06.2024
6) Meeting HoDs-Social Worker, DCE, Tech Asst(Lab) and Administrative Staff dated 25/06/2024
7) Minutes of the meeting held on 03.07.2024
8) Draft list of General Transfer and Posting dated 06.07.2024
9) Minutes of the meeting held on 15.07.2024
10) Minutes of the meeting held on 24.07.2024

आदेश
ORDER

The Competent Authority has ordered the transfer and posting of staff w.e.f. 01/08/2024 as noted below:

Sl. No.	E.Code	Name	Designation	Transferred from	Posted to
NURSING CATEGORY					
1	2468	TINCY MATHEW	NURSING OFFICER – A	CARDIOLOGY ICU	CARDIACSURGERY ICU
2	2043	KAVITHA S.P.	NURSING OFFICER – C	NEUROSURGERY ICU	CARDIOLOGY WARD
3	1809	BINDU V C	NURSING OFFICER – C	NEUROSURGERY ICU	EPILEPSY WARD

4	1873	SOMA SELESTIN	NURSING OFFICER – C	CONGENITAL HEART SURGERY ICU	CARDIACSURGERY WARD
5	2390	VISHNULAL V	NURSING OFFICER – B	CARDIACSURGERY ICU	CARDIOLOGY ICU
6	2230	MINU M.	NURSING OFFICER – B	NEURO INTERVENTION CENTRE	CONGENITAL HEART SURGERY ICU
7	2067	ABIJA V.S.	NURSING OFFICER – C	COMPREHENSIVE HEART FAILURE (HFICU)	CARDIOLOGY ICU
8	2212	TESSYMOL ANTONY	NURSING OFFICER – B	COMPREHENSIVE HEART FAILURE (HFICU)	CARDIOLOGY ICU
9	2609	MOHAMMED HUSSAIN P P	NURSING OFFICER – A	CARDIACSURGERY WARD	NURSING SUPDT'S OFFICE
10	2421	GOPIKA G R	NURSING OFFICER – B	CARDIACSURGERY WARD	CONGENITAL HEART SURGERY ICU
11	1869	RAJALEKSHMI V.R.	NURSING OFFICER – C	EPILEPSY WARD	NEUROSURGERY WARD
12	2388	SREELEKSHMI V	NURSING OFFICER – B	NEUROSURGERY WARD	NEUROSURGERY ICU
13	2448	MANU RAJ R	NURSING OFFICER – B	CATH LAB	NEUROSURGERY ICU
14	2517	BESSY THOMAS	NURSING OFFICER – A	CONGENITAL HEART SURGERY WARD	CARDIACSURGERY ICU
15	1822	CHITRA S.	NURSING OFFICER – C	GENERAL MEDICAL WARD	NURSING SUPDT'S OFFICE
16	1858	INDU V	NURSING OFFICER – C	CARDIOLOGY WARD	CSSD
17	2292	JEEJA HARIDAS	NURSING OFFICER – B	CONGENITAL HEART SURGERY ICU	CARDIOLOGY ICU
18	2598	RENU K.	NURSING OFFICER – A	NEUROSURGERY WARD	CARDIOLOGY WARD
19	1927	PRIYA S.	NURSING OFFICER – C	GENERAL MEDICAL WARD	OUTPATIENTS DIVISION
20	2709	GEETHU VIJAYAN	NURSING OFFICER - A	CARDIACSURGERY ICU	PEADIATRIC OT
21	1824	BINDU R	NURSING OFFICER - C	CARDIAC OT	CARDIACSURGERY WARD
22	1492	THILAKA S	NURSING OFFICER - D	OUT PATIENTS DIVISION	IS & IR
23	1537	KUMARI KALA V	NURSING OFFICER - D	NURSING SUPDT'S OFFICE	GENERAL MEDICAL WARD

24	2652	SHINTO SHAJI	NURSING OFFICER - A	CARDIOLOGY WARD	CARDIACSURGERY ICU
25	2639	ASWATHY M	NURSING OFFICER - A	NEURO INTERVENTION ICU	NEUROSURGERY WARD
26	1881	SREELEKHA N A	NURSING OFFICER - C	OUTPATIENTS DIVISION	NEUROLOGY WARD
UNIT HELPERS / CLEANING ATTENDANTS					
1	2098	NAINA P.A.	UNIT HELPER - B	NEUROSURGERY ICU	NURSING SUPDT'S OFFICE
2	2079	SHILLY NAINAN	UNIT HELPER - B	CSSD	OUT PATIENTS DIVISION
3	1946	ANJALI S.	UNIT HELPER - B	CARDIOLOGY ICU	GENERAL MEDICAL WARD
4	1960	SHEEJA S.	UNIT HELPER - B	CARDIOLOGY WARD	CARDIAC SURGERY WARD
5	2096	KAVITHA K.N.	UNIT HELPER - B	CARDIACSURGERY WARD	CARDIOLOGY WARD
6	2071	SUNIL T.R.	UNIT HELPER - B	GENERAL MEDICAL WARD	NEUROLOGY ICU
7	2322	SMITHA P.K.	CLEANING ATTENDANT - B	PEADIATRIC OT	BIOCHEMISTRY
8	2091	PREETHI M.G.	UNIT HELPER - B	DIETARY	CSSD
9	1888	REENA MOL R	UNIT HELPER	OUTPATIENTS DIVISION	MICROBIOLOGY
10	2099	JOLLY GEORGE	UNIT HELPER	DIETARY	TRANSFUSION MEDICINE
11	2075	SOBHANA KARUMATHIL	UNIT HELPER	OUTPATIENTS DIVISION	BMT WING
12	1611	PREMALATHA S	UNIT ASSISTANT	CARDIACSURGERY WARD	CSSD
SOCIAL WORKER CATEGORY					
1	2585	REMYA M. (DR.)	SOCIAL WORKER - A	RECEPTION & INFORMATION CENTRE- HOSPITAL WING	NEUROLOGY STROKE ICU
2	2259	SREELAKSHMI R.S.	SOCIAL WORKER - B	NEUROLOGY STROKE ICU	RECEPTION & INFORMATION CENTRE- HOSPITAL WING

3	2273	UNNIKRISHNAN J.P.	SOCIAL WORKER - B	INFORMATION CENTRE -1	RECEPTION & INFORMATION CENTRE- HOSPITAL WING
4	2111	KUNHIRAMAN A.B.	SOCIAL WORKER - C	NEURO INTERVENTION CENTRE	INFORMATION CENTRE -1
5	2590	VISHAL M.V. (DR.)	SOCIAL WORKER - A	RECEPTION & INFORMATION CENTRE- HOSPITAL WING	IS & IR

ADMINISTRATIVE STAFF


Sl. No.	E.Code	Name	Designation	Transferred from	Posted to
1	2115	CHITRA T S	ASST ADMN. OFFICER(ACADEMIC)-B	DIVISION OF ACADEMIC AFFAIRS	P&A DIVISION, HOSPITAL WING
2	1932	SHIBU RAJ R	ASST ADMN OFFICER-A	P&A DIVISION, HOSPITAL WING	PURCHASE DIVISION, HOSPITAL WING
3	2116	SUJA T S	ASST PURCHASE & STORES OFFICER-B	PURCHASE DIVISION, HOSPITAL WING	DIVISION OF ACADEMIC AFFAIRS
4	2174	BINEESH N S	EXECUTIVE ASSISTANT-B	MEDICAL SUPDT'S OFFICE	PURCHASE DIVISION HOSPITAL WING
5	2214	SMITHA P M	EXECUTIVE ASSISTANT-B	DIVISION OF ACADEMIC AFFAIRS	P& A DIVISION, HOSPITAL WING
6	1879	SHAJU M HUSSAIN	EXECUTIVE ASSISTANT-B	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING	PURCHASE DIVISION, BMT WING
7	2250	GEORGE THOMAS	EXECUTIVE ASSISTANT-A	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING	PURCHASE DIVISION HOSPITAL WING
8	1811	AJISH CHANDRAN	EXECUTIVE ASSISTANT-A	P&A DIVISION, HOSPITAL WING	DIVISION OF ACADEMIC AFFAIRS
9	2144	KOHILA S	EXECUTIVE ASSISTANT-B	P&A DIVISION, HOSPITAL WING	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING
10	2249	DEEPTHI V V	EXECUTIVE ASSISTANT-A	P&A DIVISION, HOSPITAL WING	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING
11	2383	ANJU JOSE	EXECUTIVE ASSISTANT-A	P&A DIVISION, HOSPITAL WING	MEDICAL SUPDT'S OFFICE
12	2132	ALKA ASHOK	EXECUTIVE ASSISTANT-B	MAIN STORE- HOSPITAL WING	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING
13	2253	SHEEBA R	UPPER DIVISION CLERK-B	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING	STORES-BMT WING
14	2371	SMITHESH S	UPPER DIVISION CLERK-B	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING	P&A DIVISION, HOSPITAL WING

15	2541	GANGA E G	UPPER DIVISION CLERK-A	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING	MEDICAL SUPDT'S OFFICE
16	2277	ASWATHY MC	UPPER DIVISION CLERK-B	P&A DIVISION, HOSPITAL WING	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING
17	2370	NEENA SUNNY	UPPER DIVISION CLERK-B	PURCHASE DIVISION HOSPITAL WING	MAIN STORE-HOSPITAL WING
18	2389	SYAM LAL M S	UPPER DIVISION CLERK-B	PURCHASE DIVISION HOSPITAL WING	P&A DIVISION, HOSPITAL WING
19	2335	JAYALEKSHMI S	UPPER DIVISION CLERK-A	STORES-BMT WING	FINANCE & ACCOUNTS DIVISION , HOSPITAL WING
20	2377	VISHNU PRASAD	UPPER DIVISION CLERK-B	PURCHASE-BMT WING	P&A DIVISION, HOSPITAL WING

TECHNICAL ASSISTANT / JR. TECHNICAL ASSISTANT (ELECTRICAL)

1	2499	KARTHIK K	TECHNICIAN (ELECTRICAL)-A	DIVISION OF CLINICAL ENGINEERING	ELECTRICAL MAINTENANCE- BMT WING
2	1957	SANTHOSH KUMAR R S	TECHNICIAN (ELECTRICAL)-A	ELECTRICAL MAINTENANCE- BMT WING	DIVISION OF CLINICAL ENGINEERING
3	1968	SHAJI MON P	JR. TECHNICAL ASSISTANT (ELECTRICAL)	DIVISION OF CLINICAL ENGINEERING	ELECTRICAL MAINTENANCE- BMT WING
4	2156	ERLAN BENANSON	TECHNICAL ASSISTANT (ELECTRICAL)-B	ELECTRICAL MAINTENANCE- BMT WING	DIVISION OF CLINICAL ENGINEERING

The above employees should submit taking over / handing over report to P & A Division through concerned HODs for documentation.


 प्रशासनिक अधिकारी (ग्रे. I (i/c))
 Administrative Officer Gr.I(i/c)

प्रतिलिपि / Copy to:

Head, BMT Wing/ MS / DD / Dean / All Heads & Faculty/ Sr. Principal Private Secretary to Director/ Nursing Superintendent/ FA /AO Gr.I/Staff Officer to Director / IAO/ Sr.PSO / PSO (Hospital/BMT Wing)/ AO (Hospital/BMT Wing) /Security & Safety Officer (Hospital / BMT Wing)/ Division of Academic Affairs
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