

**राजीव गांधी राष्ट्रीय विमानन विश्वविद्यालय**  
**RAJIV GANDHI NATIONAL AVIATION UNIVERSITY**

**Office Order No. RGNAU/ESTT/2025/224 dated December 22, 2025**

The undersigned is to convey the approval of the Competent Authority that Shri Gyanendra Singh (EC:1057), Junior Engineer (Civil) is posted in the Civil Construction and Maintenance Section of the University until further orders.

Shri Singh shall carry out the following duties and responsibilities :

- (a) All construction and maintenance related activities of the hostel, residential campus including Vice Chancellor's Bungalow and roads
- (b) All works related to sanitary, sewerage, water supply and horticulture including cleaning of the tanks etc of the premises as mentioned at (a) above
- (c) Any other activities related to civil construction and maintenance, such as, liaisoning etc.

In addition to his above duties, Shri Gyanendra Singh will have additional charge of Academic Campus having all civil construction and maintenance works, sewerage, water supply, horticulture including cleaning of water tanks, roads etc. till joining of another Junior Engineer (Civil) or until further, whichever is earlier.

Shri Gyanendra Singh is requested to move to the new place of posting with immediate effect and send his joining report through proper channel to the Recruitment Section for further action.

  
**कुलसचिव/ Registrar**

To  
Shri Gyanendra Singh [Emp. ID: MoCA/NAU/1057]  
Junior Engineer (Civil)  
Through: Officer on Special Duty (AAE&HR)

Copy to:

1. All Deans
2. All Heads/Coordinators of the Department/Centre/School/Unit
3. Finance Officer
4. Controller of Examinations
5. Librarian
6. Officer on Special Duty (AAE & HR)
7. System Analyst – to upload in the university website
8. PS to the Vice Chancellor
9. PS to the Registrar
10. Office File/Guard File