

# GOVERNMENT POLYTECHNIC, RAJAMPETA

(Code: 176)

## FACULTY BIODATA / STAFF PROFILE

### 1. Personal Details & Identification

- Name of the Faculty: PARA MEENA
- Designation: LECTURER
- Employee / CFMS ID: 14331021
- Date of Birth: 11-06-1990
- Gender: FEMALE
- Mobile Number: 9052717827
- Official E-mail ID: meenapara336@gmail.com
- Aadhaar Number: 758012608641
- PAN: BBBPP8138H
- Scale of Pay: 68900-205500



### 2. Educational Qualifications

Qualification	Year of Passing	Board / University	Class / Division
SSC	2005	SECONDARY BOARD	I-CLASS WITH DISTINCTION
Intermediate	2007	INTERMEDIATE BOARD	I-CLASS WITH DISTINCTION
B.Tech	2011	CHADALAWADA RAMANAMMA ENGG.COLLEGE	I-CLASS WITH DISTINCTION
M.Tech	2014	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES	I-CLASS WITH DISTINCTION
Ph.D		JNTUA	PURSUING

### 3. Service Particulars & Career Progression

- Date of Joining in the initial post: 11-11-2013
- Date of Joining in Present Institution: 13-01-2022
- Total Teaching Experience: 12 YEARS AND 6 MONTHS
- Industrial Experience: NIL
- Present Pay band and basic pay as on 01.03.2026: 87300

#### Career Advancement Scheme (CAS):

Sl. No	Position	Date of Award
1	Lecturer (Senior Scale)	10-12-2018

#### 4. Roles & Responsibilities (Summary)

- Teaching diploma-level theory and practical courses using learner-centric and OBE approaches.
- Preparation of instructional materials: lesson plans, course files, lab manuals, question banks, e-content.
- Conduct of laboratory sessions, supervision of student projects, and equipment maintenance.
- Student mentoring, counselling, remedial instruction, and advanced learning initiatives.
- Active involvement in NBA documentation, IQAC activities, academic audits, and quality assurance.
- Examination duties: invigilation, paper setting, valuation, and support to Chief Superintendent.
- Organization of skill development programmes, workshops, expert lectures, industry interaction, and outreach.
- Service in statutory and departmental committees (Discipline, Anti-Ragging, Training & Placement, Women Cell, etc.).
- Contribution to administrative responsibilities, extension activities, and continuous quality improvement.

#### 5. Technical Skills & Competencies

- CAD / CAE Tools: CATIA SOFTWARE
- Simulation & Modelling Tools: FANUC CONTROLLER, SIEMENS CONTROLLER SOFTWARE
- Laboratory Equipment Handling: MT LAB, HYDRAULICS LAB, CAD/CAM LAB

#### 6. Research, Publications & Academic Contributions

- Journal Publications: NIL
- Conference Papers Presented: NIL
- Guest Lectures / Seminars Delivered: NIL
- Project Guidance (Diploma / UG): DIPLAMO
- Teaching–Learning Material Development:
- Books / Chapters / Technical Documents: CAM LAB MANUAL
- Curriculum / Syllabus Contributions (SBTET/AP): NIL
- Innovation / Model Development / Student Competitions: NIL

#### 7. Training, programmes, MOOCs & NPTEL Swayam/Swayam Plus

##### FDPs / Workshops / STTPs Attended:

S.No	Name of the programme	Duration (no weeks )	Date (from to)	Mode	Issued by
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1	PED-25-Cad Lab practice	1 week	20-07-2015 to 24-07-2015	Contact	NITTTR, Chennai
2	FDP-04-Induction Training Program for Newly Recruited Teachers	2week	22-05-2016 to 03-06-2016	Contact	NITTTR, Chennai
3	FDP-217-Advances in welding and Manufacturing	1 week	05-02-2018 to 09-02-2018	Contact	NITTTR, Chennai
4	FDP-09-Computer Aided Design and Manufacturing	2 week	28-05-2018 to 08-06-2018	Contact	NITTTR, Chennai
5	FDP-63-Laboratory Instruction in Material Testing	1 week	08-07-2019 to 13-07-2019	Contact	NITTTR, Chennai
6	SP-11-Orientation Program for NBA Accreditation for ME and Allied Teachers of AP Polytechnics	1 week	04-01-2021 to 08-01-2021	Contact	NITTTR, Chennai
7	PDP-86-Industry 4.0-Concepts and Applications	1 week	24-07-2023 to 28-07-2023	Contact	NITTTR, Chennai
8	Industrial Training Programme	3 week	19-02-2024 to 09-03-2024	Contact	NIT, Warangal
9	PDP-ME-17-101,Smart Factory	1 week	22-07-2024 to 26-07-2024	Contact	NITTTR, Chennai
10	ME-47-269-Robotics and Machine Vision	1 week	03-02-2025 to 07-02-2025	Contact	NITTTR, Chennai
11	Mechanical and Automobile Engg	3 weeks	22-12-2025 to 09-01-2026	Contact	NITTTR, Chennai

### **NPTEL / SWAYAM / MOOCs Courses Completed:**

S.No	Name of the programme	Duration (no weeks )	Date (from to)	Mode	Issued by
1	MOOC's 8 Module Course	8 Modules	Awarded on Sep 2024	Online	Swayam Portal
2	aic25_ge09-Introduction to Intellectual Property	8 week	JAN-MAR-2025	Online	Swayam Portal
3	ntr25_ed27-Research methodology and IPR	8 week	JAN-MAR-2025	Online	Swayam Portal
4	Computer Integrated manufacturing	12 week	JAN-MAR-2025	Online	Swayam Portal

5	Research methodology	8 week	JAN-MAR-2025	Online	Swayam Portal
6	Fundamental of Manufacturing Processes	12 weeks	JUL-OCT-2025	Online	Swayam Portal
7	Research and Publication Ethics	8 weeks	JUL-OCT-2025	Online	Swayam Portal
8	Optimization from fundamentals	12weeks	19-01-2026 to 10-04-2026	Online	Swayam Portal

## 8. Achievements & Institutional Contributions

- Achievements & Awards: **NIL**
- Institutional Quality Initiatives (AICTE / NBA / OBE / IQAC / Audit Work): **IQAC**
- Events Organized (Workshops / Seminars / Industrial Visits): **INDUSTRIAL VISITS ARRANGED**
- Industry–Institute Interaction / Apprenticeships: **YES**
- NSS / NCC / Community Outreach: **NIL**
- Committee Responsibilities: **WEBSITE DEVELOPMENT, AICTE, TIME TABLE ETC**
- Cultural / Sports / Student Welfare Activities: **CULTURAL**

## 9. Professional Memberships

- Professional Memberships: **ISTE**

### Declaration:

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief.

Signature of the Faculty 

Name: P. MEENA,L/ME

Date: 29-05-2026

Place: RAJAMPET