

BIOGRAPHICAL INFORMATION

Personal Details: -

Full Name : Lakhbir Singh Dhillon
Father's Name : Late S. Sukhdev Singh Dhillon
Mother's Name : S. Aungraj Kaur Dhillon
Permanent Address : #23980, Dhobiana Road,
Street No. 16, Preet Nagar,
Bathinda – 151001
Phone Numbers : 0164-2221146(Home)
98726-76648(Mobile)
Hobbies : Playing Basketball, Reading Computer
Magazines, Programming & Teaching
Languages Known : Punjabi, Hindi and English

Academic Details: -

Qualification : PGDCA, M.Sc.(IT),M.C.A. B.Ed. &
M.Ed.
Experience : One Year in NIIT Centre Bathinda
: Four Years in PTU Study Centre
Bathinda
Working in Dasmesh Girls College of
Education – Badal since July, 2005
Total Experience: 16 Years.
Technical Skills (Computer) : **Softwares:** Ms Office, Ms.
Access, Oracle, Ms. SQL Server.
Web Design: HTML. DHTML, ASP,
JSP, Photoshop, Flash etc.
Programming Languages: - C, C++,
Java, VB, VC++ etc.

Participations in Seminars/Conferences: -

- Participated in two days National Seminar on “Education and Politics” organized by Punjabi University Regional Campus, Bathinda on 13 and 14th feb, 2016.
- Participated in two days Seminar on “ਪੰਜਾਬੀ ਭਾਸ਼ਾ, ਸਾਹਿਤ ਅਤੇ ਸੱਭਿਆਚਾਰ ਦੇ ਸਨਮੁਖ ਚੁਣੌਤੀਆਂ” organized in collaboration with Punjabi Academy, Delhi at Dasmesh Girls College of Education, Badal from 28th to 29th April, 2016.
- Participated in Four Days Workshop on “*Psycho-Social Concerns in Educational Research*” held at Dasmesh Girls College of Education, Badal from 5th to 8th March, 2014.
- Participated in Rural Science Congress under the aegis of Chandigarh and Patiala Chapters of Indian Science Congress Association organized by Dasmesh Girls College of Education, Badal on 9th Nov, 2013.
- Participated in South Asian Punjabi Conference organized by WORLD PUNJABI CENTRE, Punjabi University, Patiala on 30th and 31st July, 2013.
- Participated in Llangollen International Musical Eisteddfod-2013, North Wales, U.K. from 9th to 14th July, 2013 as a “*Sarangi Player*”
- Participated in Llangollen International Musical Eisteddfod-2011, North Wales, U.K. from 5th to 10th July, 2011 as a “*Chimta Player*”
- Participated in 7 days NSS Camp organized by our college i.e. Dasmesh Girls College of Education on the theme “*Healthy Youth for Healthy India*” from 20th Dec, 2011 to 26th Dec, 2011.
- Participated in National Seminar on “*Repercussions of Globalization on Indian Culture*” organized by Babe Ke College of Education, Mudki on 5th Feb, 2011.
- Participated in Annual National Conference of Council for Teacher Education (CTE) organized by D.S. Gurukul College of Education for Women on the topic “*Revisiting Teacher Education in 21st Century*” from 13 and 14th November, 2010.

Support for Online Visa Applications of contingent to Llangollen International Musical Eisteddfod: -

1. Performed the duty of online help and support of visa applications of College Contingent in the Year 2011, 2012 and 2013 that includes: -
 - a. Help and support of Passport applications in the year 2011.
 - b. Online visa applications of 25 persons in the year 2011.
 - c. Online visa applications of 25 persons in the year 2012.
 - d. Online visa applications of 26 persons in the year 2013.

Events Organized/IT related Technical Support:

1. Organized Vocational Programme of “*Computer Literacy*” in the college for 31 students of Govt. Sen. Secondary School, Badal from 15th Feb, 2011 to 31st March, 2011.
2. Organized Inter-House Poem Recitation and Declamation contest in year 2011.
3. Provided technical and IT related support in Punjab State Inter-University youth Festival organized by college in collaboration with Punjab Sangeet Natak Academy from 16th to 18th Jan, 2013.
4. Provided technical and Computer Support in Panjab University Skill-in-Teaching and on the spot preparation of teaching aids Competitions organized by our college on 28th Feb, 2014.
5. Provided Technical and IT Support for preparing online results in 60th Punjab School Games (Rifle Shooting) organized in Shooting Range, Badal from 19th to 21st November, 2014.
6. Provided technical Help and Support for Documentation in 60th National School Games (Kabbadi, Dodge Ball boys and girls under-19) organized by Mata Jaswant Kaur Memorial School, Badal from 6th to 12th December, 2014.

Routine Duties: -

1. Participation in Admission process that includes online application process, scanning of photographs & signs, Preparing various formats and Seat allocation Chart.
2. Prepare and online submit Registration and Examination Return annually.
3. Perform the duty of Installation of Hardware, Software and ensure Internet and Networking Connectivity of College Campus.
4. Perform duty of Preparing Seating Plans, duty sheets in Annual Exams of B.Ed. and M.Ed.
5. Participate in Online Submission of various Scholarship forms related to different categories.
6. Perform the Duty of Designing of Advertisements, Invitations, and Certificates (of Seminars/Conferences organized by college).

(LAKHBIR SINGH DHILLON)