

CURRICULUM VITAE

Name : Dr. Dharmendra Kumar Singh
 Category : Unreserved (UR)
 Gender : Male
 Post applied for : Assistant Professor
 Department : Public Administration/ Public Policy & Governance
 Nationality : Indian
 Date of Birth : 20-06-1982
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Academic Qualifications

Examination	Name of Degree	Subject(s)	Overall Percentage	Year	University
Bachelor's Degree	B.A	Major in Public Administration	53.47	2011	IGNOU
Master's Degree	M.A.	Public Administration	58.13	2014	Madurai Kamaraj University
Ph.D. Thesis Title : COMPARATIVE PUBLIC ADMINISTRATION : INDIA AND ITS NEIGHBOURING COUNTRIES WITH SPECIAL REFERENCE TO BANGLADESH		Public Administration	NA	2021	Veer Kunwar Singh University

Salient features of the Ph.D. research work :

The thesis provides a comprehensive view of the historical perspective of Public Administration in India and its Neighbouring Countries. It analyses the Development Administration in Indian subcontinent and the role of elected representatives in the Parliamentary processes in India and its Neighbouring Countries. It also analyses the role and functions of bureaucracy in India and its Neighbouring Countries. It provides a comprehensive view of the role and participation of citizen in Public Policy Processes in India and its Neighbouring Countries. It fills the gap in the field of Comparative Public Administration in Indian subcontinent.

AWARDS :-

#	Name of Awarding Body	Name of Award/Honour	Date	Level
1	Shri Paramhans Education & Research Foundation Trust	Excellence in Research	12 Dec 2021	International
2	Indian Navy	CLASP (A/N)	01 May 2010	National
3	Indian Navy	Long Service Medal - 9 Years	29 Jul 2008	National

Research Papers in Peer-Reviewed Journals :

#	Publication Type	Title of the Paper	Journal Name	Year	Vol. No.	Page No.	ISSN No.	Authorship
1	Peer Reviewed	Role of Citizen in Public Policy Process in India	SCIENCIA	2020	13	12 - 19	2320 - 8422	Single Author
2	Peer Reviewed	Decentralized Governance in India	The Indian Journal of Political Science	2018	LXXIX, (4)	1294 - 1299	0019 - 5510	Single Author
3	Peer Reviewed	Bureaucratic System in India	Aryabhat Gaveshna Patrika	2018	22	27 - 35	2347 - 8667	Single Author
4	Peer Reviewed	Bureaucratic System in Pakistan	Aryabhat Gaveshna Patrika	2018	19	31 - 40	2347 - 8667	Single Author
5	Peer Reviewed	Historical Perspective of Public Administration in India and Its Neighbouring Countries	Aryabhat Gaveshna Patrika	2016	12 - 14	12 - 17	2347 - 8667	Single Author

CAREER OBJECTIVE:-

- To secure a challenging job and dedicate my service for the success of the organization and would like to contribute in the field of Comparative Politics and Comparative Public Administration. Would like to guide students to take up such projects and research work which could be beneficial for the growth and development of the Nation in particular and the world in general.

PERSONAL TRAIT:-

- Good communication, confident approach,
- Pleasing & well mannered personality,
- Positive attitude,
- Honest and negotiating

PROFESIONAL EXPERIENCE:-

- 15 Years of experience in Indian Navy at various positions in different locations of India and abroad.

JOB SPECIFICATION:-

- A competent professional with over 15 years of extensive experience in Security Management, General Administration, Material Management, Logistics and Liaisoning, Nuclear Biological Chemical Defence and Damage Control including Fire Fighting, Technical Engineering, System Controlling, Operation and Maintenance onboard various Ships and Establishments, Accounting and Auditing, Arranging Staff Welfare Activities including Transportation, Housing, Personal Accidents, Insurance etc. with key focus on enhancing Employee Motivation.
- Managing the activities pertaining to operations and maintenance of office equipments and communication instruments.
- Managing time, office activities and maintenance of attendance/ leave records necessary for processing payrolls of employees.

- Administering the performance management programme including periodic performance, review and appraisal for staff members.
- Efficiently co-coordinating with various departments for the finalization of deliveries as per service levels.
- Planning and monitoring industrial security arrangements involving preparing security plans and deploying security personnel.
- Crisis & Disaster Management :-
 - (α) Overall co-ordination of the organization's response to a crisis/ emergencies (fire, flood & accidents) in an effective and timely manner.
 - (b) Overseeing maintenance functions involving scheduling of preventive and corrective maintenance.
 - (c) Fire fighting and escape route drills for quick response during crisis & emergencies.

PROFESSIONAL QUALIFICATION :-

INSTITUTE	SUBJECT	PERCENTAGE	YEAR OF PASSING
National Institute of Security Management, Bangalore	Diploma in Industrial Safety Management, Fire Fighting & First Aid	77.80	2010
Balaji Institute of Management Studies, Pune	Post Graduate Diploma in Personnel Management & HRD	67.50	2010
Centre of Marine Engineering Technology (INS Shivaji, Lonavla)	Certificate Course in ICE Theory and Operation	63.05	2000
Centre of Marine Engineering Technology (NBCD School, INS Shivaji, Lonavla)	Certificate Course in Nuclear Biological Chemical Defence & Damage Control including Fire Fighting.	58	2000
Netaji Subhas Open University	Certificate Course in Travel & Tourism Management	62.66	2014

COMPUTER EXPOSURE:-

1. Studied as a Subject at Centre of Marine Engineering Technology, Lonavla.
2. Have working experience in Ms Office (Word, Excel, Power Point) & Internet.

LANGUAGES KNOWN:-

Languages	Speak	Write	Read	Understand
English	√	√	√	√
Hindi	√	√	√	√
Bengali	√	√	√	√

HOBBIES:-

Reading; Playing Football, Cricket, Badminton and Chess; Listening Music; Making Friends; Social Work.

DECLARATION

I hereby declare that all the informations given above are correct to the best of my knowledge.

Date:- 03 Apr 2022

Place: Kolkata, West Bengal



(Dr. Dharmendra Kumar Singh)