

**CRITERION VI****FACULTY APPOINTMENT PROCEDURES****Key Indicator - 6.2 Strategy Development and Deployment**

**6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies are effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.**

**Faculty Appointment Procedures**

Based on the requirements from various departments, the institution advertises job openings in reputable newspapers. Candidates are required to submit their Curriculum Vitae (CV), which will undergo a thorough scrutiny process. Qualified candidates will be shortlisted and receive an interview call letter.

On the interview day, candidates will fill out their bio-data forms, and their performance will be evaluated based on criteria - Subject Knowledge, Presentation Skills, Body Language and Style and Practical Teaching Abilities

Candidates will be ranked using a score sheet based on these parameters. Successful candidates will receive an appointment letter and are expected to join the institution as staff, with a formal joining letter provided.

<b>Faculty Appointment Procedures</b>	<b>Files</b>
Advertisement	<a href="#">CLICK HERE</a>
Curriculum Vitae	<a href="#">CLICK HERE</a>
Interview Call Letter	<a href="#">CLICK HERE</a>
Bio-Data	<a href="#">CLICK HERE</a>
Interview Score Sheet	<a href="#">CLICK HERE</a>
Short List	<a href="#">CLICK HERE</a>
Appointment Letter	<a href="#">CLICK HERE</a>
Joining Letter	<a href="#">CLICK HERE</a>



**ADVERTISEMENT**

**CAUVERY COLLEGE FOR WOMEN**  
(AUTONOMOUS)

(An Institution of Reddy Educational Trust)  
(Nationally Accredited (III Cycle) with 'A' Grade by NAAC)  
Annamalainagar, Tiruchirapalli -620 018.  
website: www.cauverycollege.ac.in / E-mail: cauverycollege\_try@rediffmail.com

**WANTED**

Applications are invited for the  
post of Assistant Professor in

**ENGLISH, MICROBIOLOGY,  
PHYSICS,  
FOOD SERVICE MANAGEMENT  
& DIETETICS (FSM & D)**

only women candidates need to apply

**Qualification Required**

PG with 55% and above  
with SET / NET/ Ph.D  
in the relevant subject should apply  
Applications with CV should reach

**THE SECRETARY**  
on or before **29.06.2019**

The Secretary


29.06.2019




CURRICULUM VITAE

**Curriculum vitae**

**Ms. R. Mekala**  
Old No. 39A, New No. 46,  
Ponni Amman Koil Street,  
Kottur,  
Chennai-85.



E-Mail: [kalatamils@gmail.com](mailto:kalatamils@gmail.com)  
[kalasekar90@gmail.com](mailto:kalasekar90@gmail.com)  
Phone: +91-9626266202



*Handwritten notes: (S) Physics, 21/06/19, physics, 19/6/19*

**Career Objective:**

- ❖ To Enhance and develop my technical skills and continually learn about the latest paradigm and processes and to fulfill my needs and aspirations along with the organization with loyalty and honesty.
- ❖ To organize my environment and achieve challenging goals through strong will and consistent hard work.

**Academic Profiles: *Physics***

Qualification	Institution	Board/University	Year of Passing	Percentage
Ph.D	Undergoing Ph.D., Physics, Presidency College, Chennai, Tamilnadu	University of Madras	2014-2019	Thesis submitted
M.Sc	Bharathidasan University, Tiruchirappalli, Tamilnadu	Bharathidasan University, Tiruchirappalli, Tamilnadu	2014	73.5
B.Sc <i>Range holder</i>	Cauvery College For Women, Tiruchirappalli, Tamilnadu	Bharathidasan University, Tiruchirappalli, Tamilnadu	2012	90.16
HSC	P.A.Vidya Bhavan Hr.Sec.School, Karur.	Matriculation	2009	83.58
SSLC	ST. Gabriel's Matric School, Pettavaithalai, Tamilnadu	Matriculation	2007	80.36

1

**Professional Excellence**

Institute	Institute of Printing Technology, Taramani, Chennai – 118.
Designation	Visiting Lecturer
Period	June 2016 – November 2016
Department	First Year ❖ Engineering Physics I & II ❖ Engineering Physics Practical I & II

**PhD Field : Nanomaterials****Publications in Peer Reviewed International Journals**

1. B. Deepa, R. Mekala and V. Rajendran, Influence of Li, Ag dopants assisted sol-gel synthesis of sheet, ball like morphology of MgO nano structures and their Optical properties, International Journal of Nanomaterials and Biostructures, Vol. 6 (1), 2016, p. 37 (ISSN: 2277-3851).
2. R. Mekala, B. Deepa and V. Rajendran, Influence of Dysprosium doping on Structural, Morphological Properties and antibacterial activity of Zirconia Nanoparticles synthesized via Co-precipitation Process, International Journal of Nanomaterials and Biostructures, Vol. 7 (1), 2017, p. 7 (ISSN: 2277-3851).
3. R. Mekala, B. Deepa, V. Rajendran, Structural, Morphological and Antibacterial Activities on Ceria doped ZrO<sub>2</sub> nano powders synthesized using Co-precipitation Method, International Journal of Nanomaterials and Biostructures, Vol. 7 (1), 2017, p.12 (ISSN: 2277-3851).
4. R. Mekala and V. Rajendran, Synthesis, characterization and antibacterial activity of sodium and boron doped zirconium oxide nanosphere by a liquid phase method, Optik, Vol. 145, 2017, p. 142 (ISSN: 0030-4026, Impact Factor: 0.835).



5. **R. Mekala** and V. Rajendran, Effect of various ionic surfactants mediated  $ZrO_2$  nanostructures and their structural, morphological and optical properties under UV irradiation, *Journal of Inorganic and Organometallic Polymers and Materials*, Vol. 27, 2017, p. 1950 (ISSN: 1574-1443, Impact Factor: 1.754).
6. V. Rajendran and **R. Mekala**, Effect of pure and REM: (Nd, Ce)-doped  $Dy_2O_3$  NPs via hydrothermal method and their magnetic, optical, electrochemical, antibacterial and photocatalytic activities, *Journal of Alloys and Compounds*, Vol. 741, 2018, p. 1055 (ISSN: 0925-8388, Impact Factor: 3.133).

**Total cumulative impact factor of published journals (Till Date): 5.722**

**Publication through Proceedings of the conferences**

- 1) **R. Mekala**, B. Deepa and V. Rajendran, Preparation, Characterization and Antibacterial property of Rare Earth (Dy and Ce) doping on  $ZrO_2$  nanoparticles Prepared by Co-precipitation Method, *Materials Today Proceedings*, Vol. 5, 2018, p. 8843.
- 2) V. Rajendran, B. Deepa and **R. Mekala**, Studies on structural, morphological, optical and antibacterial activity of pure and Cu-doped MgO nanoparticles synthesized by co-precipitation method, *Materials Today Proceedings*, Vol. 5, 2018, p. 8803.

**Papers presented in International/National Conferences**

- 1) I attended the **National Conference on Advanced Materials and its Applications** (NCAMA 2015), during (29<sup>th</sup> and 30<sup>th</sup>) January 2015, at Hindustan University, Chennai, Tamil Nadu, and India.
- 2) K. Anandan, J. Gajendiran, **R. Mekala**, S. Sangeetha, B. Deepa and V. Rajendran, **(Poster Presentation)** "P-type and N-type semiconductor metal oxide nanomaterials



synthesized by the facile solvothermal process". National conference on Recent Trends in Physics and Materials (NCRTPM-2015), February-28<sup>th</sup>. PG and Research Department of Physics, Pachaiyappa's College, Chennai, Tamil Nadu, India.

3) **R. Mekala** and V. Rajendran, (**Poster Presentation**) "Synthesis and antibacterial activity of Baddeleyite and rare earth metal doped Baddeleyite by wet chemical method". 2<sup>nd</sup> International conference on Materials Science and Technology (ICMST-2016), June (06<sup>th</sup>-08<sup>th</sup>). St. Thomas College, Palai, Kerala, India.

4) **R. Mekala**, V. Rajendran and B. Deepa, (**Oral Presentation**) "Preparation, characterization and antibacterial property of rare earth (Dy and Ce) doping on ZrO<sub>2</sub> nanoparticles prepared by co-precipitation method". International conference on Recent Advances in Material Chemistry (ICRAMC-2017), February (15<sup>th</sup>-17<sup>th</sup>), SRM University, Chennai, Tamil Nadu, India.

5) **R. Mekala** and V. Rajendran, (**Poster Presentation**) "Synthesis and study of electrochemical properties of cationic surfactant assisted ZrO<sub>2</sub> nanoparticles". International conference on Membrane Technology and its applications (MEMSEP-2017), February (21<sup>th</sup>-23<sup>th</sup>), National Institute of Technology, Tiruchirappalli, Tamil Nadu, India.

6) **R. Mekala**, V. Rajendran and B. Deepa, (**Poster Presentation**) "A simple route utilizing surfactant-assisted templating co-precipitation process for synthesis of Baddeleyite nanoparticles". International conference on Advanced Rechargeable Batteries and Allied Materials (ICARBM-2017), March (08<sup>th</sup>-10<sup>th</sup>), Centre for Materials for Electronics Technology, Pune, India.

7) **R. Mekala**, V. Rajendran and B. Deepa, (**Poster Presentation**) "A study on the effect of simple homogeneous precipitation over nanosize dysprosium oxide and its properties". 4<sup>th</sup>



International conference on Nanoscience and Nanotechnology (ICONN-2017), August (09<sup>th</sup>-11<sup>th</sup>), SRM University, Kattankulathur, Chennai, Tamil Nadu, India.

**Workshop Attended**

- 1) I attended the **Two Days Workshop on Materials Characterization Techniques [Problem Solving Approach]**, during (2<sup>nd</sup> and 3<sup>rd</sup>) September 2016, at Department of Physics, SRM University, Ramapuram Campus, Chennai, Tamil Nadu, and India.
- 2) I attended the Three Days Workshop on **“Interpretation of Instrumental Methods (WIIM-2017)” (UV, TGA, DSC, BET Surface area, Particle Size Distribution, Zeta Potential Measurements, Contact Angle Measurements)**, during (5<sup>th</sup>-7<sup>th</sup>) January 2017, at Department of Chemistry, Sathyabama University, Chennai, in association with CSIR –National Metallurgical Laboratory Madras Centre and Kunash Instruments Pvt. Ltd., Micromeritics.

**Personal Profile & Strengths:**

- ❖ University 1<sup>st</sup> rank holder in Under Graduate level affiliated to Bharathidasan University, Trichy.
- ❖ Completed Madhyama in Hindi.
- ❖ Got district player in athletic competition.
- ❖ Hard working with Commitment and confidence.
- ❖ Work Positive attitude.
- ❖ Always ready to learn new things.
- ❖ Straight forwardness.
- ❖ Organized.
- ❖ Good presentation ability.
- ❖ Learning Skills with continuous improvement.
- ❖ Responsible.
- ❖ Punctual.



**Personal Profile**

Name : R.MEKALA  
Father's Name : P.Rajasekar  
Nationality : Indian  
Religion : Hindu  
Marital Status : Single  
Age and Date of birth : 28 years and 24.10.1990  
Sex : Female  
Languages Known : Tamil, English  
Address for communication : Old No. 39A, New No. 46,  
Ponni Amman Koil Street,  
Kottur, Chennai -85.  
Permanent address for communication : #32, South Street, Nachalur (Po),  
Nangavaram (Via), Kulithalai (Tk),  
Karur (Dt).  
E-mail Id : [kalatamils@gmail.com/](mailto:kalatamils@gmail.com/)  
[kalasekar90@gmail.com](mailto:kalasekar90@gmail.com)  
Mobile : 9626266202

**Declaration**

I certify that above furnished information is correct and complete to the best of my Knowledge and belief and nothing has been concealed /distorted.

Place: Chennai-85

Date: 12/03/2019


Yours sincerely,

**Ms. R. Mekala.**





INTERVIEW CALL LETTER

 **CAUVERY COLLEGE FOR WOMEN - GOVERNING COUNCIL**  
Nationally Re-accredited (3<sup>rd</sup> Cycle) with 'A' Grade (CGPA 3.41 out of 4) by NAAC  
ANNAMALAI NAGAR, TIRUCHIRAPPALLI - 620 018.  
Fax : 0431 - 2751234 | E-mail : cauverycollege\_try@rediffmail.com | website : cauverycollege.ac.in

K.THIRUNEELAKANDAN, B.A., PRESIDENT	Prof. Dr. P.VIJAYARAGAVAN SECRETARY	S.GOPAL, B.Com., D.B.M. TREASURER
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29.6.2019

With reference to your application for the post of **Assistant Professor** in the Department of Physics, you are requested to attend the interview on 4.07.2019 at 11 am in our college.

On the date of interview you will be required to give a lecture on a topic of your choice for 5 to 10 minutes.

Please bring all your original certificates regarding qualification, age, community etc., for verification without fail.

Travel and other expenses at your own cost.

  
SECRETARY.

To  
Ms. R. Mekala  
old No: 39 A, New No: 46,  
Ponni Amman Koil street,  
Kottur, Chennai - 85.

**CRITERION VI****FACULTY APPOINTMENT PROCEDURES****BIO-DATA****CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS), TRICHY - 620 018.****BIO-DATA OF ASSISTANT PROFESSOR**

Name : R. Mekala  
 Date of Birth and Age : 28 yrs and 24/10/1990  
 Married / Unmarried : Unmarried  
 Religion, Community and Caste : Hindu, BC and Visakodi Vellalar  
 Name of Parent/Guardian/Husband : P. Rajasekar  
 Present Occupation : Farmer  
 Aadhaar No. : 7931 7540 2520  
 Mobile No : 9626266202  
 E-mail ID : kalatamils@gmail.com  
 Permanent Address : #32, South Street, Nachalur (PO),  
 Nargavaram (via), Kulithalai (TK),  
 Kallar (DT), Pin - 639110  
 Academic Data :

Course	Major	Institution	Duration	Class / Grade
B.Sc.,	Physics	Cauvery College for Women, Trichy	(2009-2012) 24/10/2012	'S'
M.Sc.,	Physics	Bharathidasan University	(2012-2014)	'A++'
Ph.D	Nanotechnology	Presidency College, Chennai	(2014-2019)	-

Subject Specialization : Physics  
 Extra Curricular Interests : Reading books  
 Work Experience : Six Months in Institute of  
 Polytechnic College, Taramani,  
 Chennai.  
 Salary Expected : 20,000 - 25,000  
 Reference : 1. -  
 2.

Date : 4/7/19  
 Place : Trichy

Signature of the Applicant.

**CRITERION VI****FACULTY APPOINTMENT PROCEDURES****INTERVIEW SCORE SHEET – SUBJECT EXPERT**

D. T. C. Sabari Girisun  
Subject Expert.

CAUVERY COLLEGE FOR WOMEN  
ANNAMALAI NAGAR, TRICHY – 18  
DEPARTMENT OF PHYSICS  
STAFF INTERVIEW – 04.07.2019 – 11.00 A.M.

S.NO.	NAME	ATTENDANCE	ALLOTMENT OF MARKS				RANK	REMARKS
			Subject	Presentation	Style	Practical Teaching		
			40	20	20	20		
1.	DR. S.KANCHANA	✓	15	10	10	08	43	<u>II</u>
2.	MS. R. MEKALA	✓	25	12	15	20	72	<u>I</u>
3.	Ms .M.ESTER	✓	15	08	10	05	38	<u>III</u>

D. T. C. Sabari Girisun  
04/07/2019

G. MAHESWARI  
HEAD & ASSOCIATE  
PROFESSOR

CAUVERY COLLEGE FOR WOMEN  
ANNAMALAI NAGAR, TRICHY - 18  
DEPARTMENT OF PHYSICS  
STAFF INTERVIEW – 04.07.2019 – 11.00 A.M.

S.NO.	NAME	ATTENDANCE	ALLOTMENT OF MARKS				RANK	REMARKS
			Subject	Presentation	Style	Practical Teaching		
			40	20	20	20		
1.	DR S.KANCHANA	✓	10	5	5	5	25	<u>II</u>
2.	MS. R. MEKALA	✓	20	5	15	20	60	<u>I</u>
3.	Ms .M.ESTER	✓	10	5	2	3	20	<u>III</u>

G. Maheswari  
04/07/19.



**SHORT LIST**

**CAUVERY COLLEGE FOR WOMEN (AUTONOMOUS),  
TRICHY – 620 018.**

**Nationally Accredited (III Cycle) with 'A' Grade by NAAC**

**DATE : 04.07.2019 - 11.00 AM**

**SUBJECT : PHYSICS**

**SELECTION COMMITTEE MEMBERS**

- |                           |   |                        |
|---------------------------|---|------------------------|
| 01. Mr.K.Thirunelakandan  | - | President              |
| 02. Mr.S.Gopal            | - | Treasurer              |
| 03. Dr.V.Sujatha          | - | Principal              |
| 04. Dr.T.C.Sabari Girisun | - | Subject Expert         |
| 05. Ms.G.Maheswari        | - | Head of the Department |

**LIST OF CANDIDATES SELECTED**

Following is the list of candidates selected as Assistant Professor in the Department of Physics in the order of merit.

1. **MR. R. MEKALA** -
2. **DR. S. KANCHANA** -
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

*S. R. N. G. Jayaram*  
04/07/2019

*K. P. Ramani*  
4/7/19

*Sujatha*  
4/7/19

*S. R. N. G. Jayaram*  
04/07/2019

*K. P. Ramani*  
4.7.2019



**APPOINTMENT ORDER**

**CAUVERY COLLEGE FOR WOMEN**  
(Autonomous)  
Nationally Accredited (3<sup>rd</sup> Cycle) with 'A' Grade by NAAC

Dr. Mrs. V. SUJATHA, M.Com., M.Phil., Ph.D.,  
Principal.

08.07.2019

Ref : 01/1/2017

**OFFICE ORDER**

I am glad to inform you that you have been provisionally selected for appointment as Assistant Professor in the Department of Physics.

The appointment is subject to the condition that you should qualify yourself with a pass in the NET / SET within a period of two years from the date of joining.

Kindly report for duty on Monday 10<sup>th</sup> July 2019 at 09.00 a.m., with your original certificates.

To  
Ms.R.Mekala,  
# 32, South Street,  
Nachalur (Post), Karur – 639 110.

*V. Sujatha*  
PRINCIPAL,  
Cauvery College for Women  
(Autonomous)  
Annamalai Nagar,  
Tiruchirappalli - 620 018  
Tamilnadu.

Copy to :

1. Personal file of the candidate.
2. Head of the Department.

Annamalai Nagar, Tiruchirappalli - 620 018, Tamil Nadu, South India.  
Website : [cauverycollege.ac.in](http://cauverycollege.ac.in) Phone : 0431 - 2763939, 2751232 Fax : 0431 - 2751234  
Email : [cauverycollege\\_try@rediffmail.com](mailto:cauverycollege_try@rediffmail.com), [principal@cauverycollege.ac.in](mailto:principal@cauverycollege.ac.in)



JOINING LETTER

Joining Letter

Trichy,  
10/7/2019.

R.M.

From  
R. Mekala,  
D/o. P. Raja Sekar, # 32, South Street,  
Nachalur (PO), Nangavaram (Via),  
Kulithalai (TK), Karur (DT), Pin - 639110.

To  
The Secretary,  
Cauvery College For Women,  
Trichy.

Through the principal,

sub: Joining of 'Assistant professor in physics'-  
reg.

I report myself to join as 'Assistant  
professor' of physics, in this institution from  
today onwards (10/7/2019 - Wednesday). I would  
like to thank the management for this  
opportunity. Herewith I have attached the following  
documents.

Thanking You.

V. Vijayar  
10.7.2019.

Yours Truly,  
R. Mekala  
(R. Mekala)