



MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]

Dr Ambedkar Administrative Building, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

Email: osdadmin@mgcub.ac.in | Website: www.mgcub.ac.in

F. No. 16-12/MGCU/Estt./2021

Date: 14th July 2026

OFFICE ORDER

1. It is hereby notified for information of all concerned that consequent upon her promotion from the post of **Upper Division Clerk** [Group 'C', Pay Level – 4] to the post of **Assistant** [Group 'B', Pay Level – 6] as per 7th CPC vide Office Order of even No. dated 30th June 2026 issued by the office of the undersigned in this regard, **Ms. Ankita Srivastava** has joined on the post of **Assistant** w.e.f. 1st July 2026 [F/N].

2. This issues with the approval of the Competent Authority.



[SACHCHIDA NAND SINGH]
OSD (Administration)

Copy of the above is forwarded to the following for information and necessary action please:

1. Ms Ankita Srivastava, Assistant, MGCU, Motihari, Bihar.
2. The OSD (Finance)/COE/Campus Directors/Proctor/DSW/Librarian, MGCU.
3. The Director (RDC)/ Director (Academic Affairs)/Coordinator, IQAC/Provost/Warden, Girls Hostel, MGCU.
4. All Deans of different Schools/ All Heads of various Teaching Departments, MGCU.
5. Deputy Registrars/Section Officers/All Non-Teaching Staff/ PRO/Hindi Officer, MGCU.
6. The Coordinator, University Website Committee, MGCU – with the request to upload the same on University Website and make necessary changes on the University Website.
7. The OSD to the Vice-Chancellor, MGCU - for information of Hon'ble Vice-Chancellor, please.
8. Personal File/Service Book of Individual Concerned.
9. Guard File.

[DINESH HOODA]
Assistant Registrar