

SECAB ASSOCIATION'S
LUQMAN UNANI MEDICAL COLLEGE & HOSPITAL
12, NAUBAG BIJAPUR-586101

Non-Teaching Staff List as per NCISM

Serial No	Department or Section or Unit	Minimum Requirement of Non-Teaching Staff (Students Intake Capacity Wise)		
		Sixty Students Intake Capacity	Name of the Staff	Qualification
UG Department				
Administrative Section				
1	Personal Assistant or Personal Secretary to Principal or Dean or Director (Graduation with Secretarial Training)	1	Malik Shatagar	B.com
2	Office Superintendent (Graduation with five year of administrative experience)	1	Nabirsul Khalid.B.Gudgunti	B.A
3	Clerical Staff for administrative and account service (Clarical staff Graduation with computer knowledge and Accounts staff ,B.com or M.com with computer knowledge)	3	1. Asif Mujawar 2. Nazeem Hippargi 3. Abdul Hamid Bagwan	M.com B.com B.com
Central Library				
4	Librarian (with Bachelor in Library Science or Masters in Library Science with five year of Library experience)	1	Tasneem Jahagirdar	M.L.I.SC
5	Assistant Librarian (with Bachelor in Library Science or Masters in Library Science)	1	Shakeelahmed Kolar	B.L.I.SC
6	Library Attendant (minimum 10 th standard)	1	Shoaibakthar Hundekar	S.S.L.C
Teaching Departments				
1.Kulliyat (Basic Principal of Unani Medicine)				
7	Attendant (with minimum 10 th standard)	1	Hajarath Bennur	S.S.L.C
2.Tashreehul Badan (Anatomy)				
8	Cadaver Lifter	1	Kasim Kaladgi	Less then SSLC
9	Lab Assistant (with minimum 12 th standard)	1	Allabaksha Jamkhandi	P.U.C
10	Attendant cum Museum Keeper (with minimum 10 th standard)	1	Mubeena Kausar Mulla	S.S.L.C
3.Manafeul Aza (Physiology)				
11	Lab Technician (with Diploma or Bachelor degree in Medical Lab Technology)	1	Abdul Rahman Kotwal	D.M.L.T
12	Multitasking workes (with minimum 10 th standard)	1	Shakelabanu Nadaf	S.S.L.C

4. Ilmul Advia (Pharmacology)				
13	Lab Technician or Pharmacognosist Ilmul Advia (Pharmacology) Practical Lab and Wasful Aqaqir (Pharmacognosy) Practical Lab (with MSc Botany)	3	Aijaz Ahmed Patel Nazmeen Jathkar Megha Vajjaramatti	D.M.L.T M.Sc-Botany D.M.L.T
14	Lab Assistant (minimum 12 th standard with chemistry and Biology)	1	Paigambar Mujawar	PUC.Science
15	Attendant cum Museum Keeper (Herbarium and Museum cum Tutorial room (with minimum 10 th standard)	1	Saheblal Momin	S.S.LC
5. Ilmul Saidla (Unani Pharmacy)				
16	Lab Technician for Quality testing Laboratory (B Pharm or M Pharm)	1	Tabassum Mullani	M. Pharm
17	Attendant cum Museum Keeper (Teaching Pharmacy and Museum or Quality Testing Lab) (with minimum 10 th standard)	1	Mustafa Nadaf	S.S.LC
6. Mahiyatul Amraz (Pathology)				
18	Lab Technician (with Diploma or Bachelor degree in Medical Lab Technology)	1	Aijaz Ahmed Kalaigar	D.M.L.T
19	Attendant cum Museum Keeper (with minimum 10 th standard)	1	Rafat Jahan Loni	S.S.LC
7. Tahaffuzi wa Samaji Tib (Preventive and Social Medicine)				
20	Nutritionist or Lab Technician (Nutrition lab) (with BSc or Nutrition and Dietetics)	1	Azma Inamdar	Phd Food Nutritionist
21	Attendant cum Museum Keeper (with minimum 10 th standard)	1	Sameer Jath	S.S.LC
8. Moalajat(Medicine) 9. Ilaj bit Tadabeer (Regimenal Therapy) 10. Amraze Jild wa Tazeeniyat (Dermatology & Cosmetology) 11. Ilmul Atfal (Paediatrics) 12. Jarahat (Surgery) 13. Ain, Uzn, Anaf, Halaq wa Asnan (Ophthalmology, ENT & Dentistry) 14. Qabalat wa Niswan (Obstetrics & Gynaecology)				
22	Attendant cum museum keeper or multitasking worker (with minimum 10 th standard)	7	1. Zakeer Honnutgi	S.S.LC
			2. Chetan Biradar	S.S.LC
			3. Junaid Nagarboudi	S.S.LC
			4. Rehana Inamdar	S.S.LC
			5. Moulali Kannur	S.S.LC
			6. Yamanappa Duragougol	S.S.LC
			7. Shrikant Masarakalla	S.S.LC
Clinical skill or Simulation Laboratory				
23	Coordinator (Bachelor of Unani Medicine and Surgery graduate preferably with training or orientation on handling of manikins and simulators)	1	Dr.Salma Khatoon (Co-ordinator) (Additional Charge)	BUMS.M.D
24	Office Assistant (graduation with computer knowledge)	0		

Human Resource Development Cell				
25	Coordinator (Bachelor of Unani Medicine and Surgery preferred with Post Graduation or Postgraduate Diploma Management)	1	Dr.Tasmiya Kausar Indikar (Additional Charge)	BUMS
26	Office Assistant (graduation with computer knowledge)	1	Jawad Ahmed Shaikh	B.com
IT Cell including Digital Library				
27	IT Officer (Bachelor of Engineering or Bachelor of Technology Computer Science or Graduation in computer Sciences / BCA)	1	Atiq Mirza	B.E
28	IT Assistant (Bachelor of Science Computer Science Bachelor in computer Application)	1	Zuber Patel	BCA
29	Multi-Tasking Staff	1	Niha Naz Jamadar	SSLC
Central Workshop / Maintenance Cell				
30	Site Engineer (with Bachelor of Engineering or Bachelor of Technology preferably civil)	1	Allabaksh Kaladagi	B.E in Civil
Herbal Garden				
31	Gardener	1	Gagappa Pujari	Less than SSLC
32	Multi-purpose worker	1	Bandenawaz badegar	Less than SSLC
33	Yoga Teacher (Full Time)	1	Priya Sheelavant	Yoga
34	P.E.Teacher (Part Time) Physical Education Instructor	1	Jagirdar Sir	P.E
Serial No	Department or Section or Unit	Minimum Requirement of Non-Teaching Staff (Students Intake Capacity Wise)		
		Seven Students Intake Capacity	Name of the Staff	Qualification
PG Department				
1	Multitasking works (Moalijat)	1	Shaukatali Yalgar	S.S.L.C
2	Multitasking works (Obg)	1	Khajapeer Jahagirdar	S.S.L.C
Quality Testing Laboratory				

1	In-Charge (Faculty Member of Ilmu Advia and Ilmu Saidla)	1	Dr.Riyaz Ahmed	BUMS
2	Clerical Staff	1	Mohd Khalid Ambalnoor	PUC
Central Research Laboratory				
1	In-charge (Faculty member of any department, well-versed with laboratory and analytical equipment)	1	Dr.Sabiha Arjungi	BUMS
2	Lab Technician (B.Sc Chemistry or B.Sc Botany)	1	Deepa Chanchalkar	Msc Biochemistry
3	Lab Attendant	1	Shagufta Goundi	SSLC
Clinical Research Cell				
1	Clinical Research Coordinator (BUMS degree with postgraduation or diploma in Clinical Research or Master of Public Health	1		BUMS
2	Clerical Staff	1	Mohd Rehman Kembavi	PUC
3	Multi-Tasking Staff	1	Farhat Banu Pathan	S.S.L.C
Internal Quality Assurance Cell				
1.	Coordinator (with MBA in Quality Management)	1	Mazhar Ali	MBA
2	Clerical Staff	1	Afreen Bagwan	PUC
3	Multi-Tasking Staff	1	Mehboob Puneekar	SSLC
Integrative and Translational Research				
1	Coordinator		Dr.Saba Mamadapur (Co-ordinator)(Additional Charge)	BUMS.M.D
2	Clerical Staff (Graduate with Computer Knowledge)	2	1.Janullahkhan Pathan	BBA
3	Multi-Tasking Staff (With Minimum 10 th Standard)	1	Tabassum Bagban	SSLC