

Office of the Chief Public Relations Officer

Jamia Millia Islamia

Press Release

Malaviya Mission Teacher Training Centre (MMTTC), Jamia Millia Islamia Launches Four-Week Training Programme for Administrative Personnel of the university in hybrid mode

New Delhi, April 22, 2025

A four-week training programme in General Administration for Assistant Registrars, Section Officers, and Administrative Staff of Jamia Millia Islamia (JMI) was inaugurated yesterday by the Hon'ble Vice Chancellor JMI, Prof. Mazhar Asif. The training programme is organized and designed by Malaviya Mission Teacher Training Centre (MMTTC), JMI, with the aim to enhance the professional capacities and administrative skills of the university's administrative personnel.

Addressing the participants in the inaugural session, the Vice Chancellor started by saying that behind every thriving university, stands a dedicated administrative team; often working quietly yet indispensably. Their competence, commitment, and responsiveness directly impact institutional outcomes. He underlined the significance of such capacity-building initiatives in ensuring good governance and service delivery in higher education institutions. Prof. Asif emphasized the importance of effective public dealing and ethical behavior in the workplace, urging everyone to uphold the highest standards of professionalism and courtesy in every interaction. He encouraged everyone to ensure that the work environment remains positive, inclusive, and conducive to the growth of our institution.

The session began with an overview and vision of MMTTC by Dr. Khalid Raza, Honorary Deputy Director, MMTTC. In her welcome address Prof. Kulwinder Kaur, Honorary Director of MMTTC thanked and welcomed the Vice Chancellor, and the Course Coordinator Prof. Mohd. Kamalun Nabi, for giving their valuable time to this programme. Prof. Kaur extended a warm welcome to all the participants and highlighted that training programmes are platforms for mutual exchange of knowledge and learning. She expressed her optimism that through this course, JMI personnel will upgrade their skills and working strategies to adapt to the evolving institutional demands and contribute meaningfully to institutional excellence.

Prof. Nabi presented the schedule, course outline, and the learning objectives and expected outcomes of the programme. Thereafter, all the 28 participants introduced themselves and the inaugural concluded with a vote of thanks by Dr. Shahla Tarannum of MMTTC.

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