RAMANUJAN COLLEGE

University of Delhi Kalkaji, New Delhi – 110019



Name	:	Nomaan Baig
Designation	:	Junior Assistant
Department	:	Administration
Qualification	:	B.B.A, MAH.R.M
Key Responsibilities	:	Data Maintenance of B.Sc. (Hons) Courses & B.Voc Courses.
		Teaching Bills of B.Voc Department.
		All Examination work related to Students.
		Grievance Handling in Result Issues.
		Maintenance of Teachers and Students Data.
		All the Miscellaneous work related to dealing Seat.