

CURRICULUM VITAE

S. No.	Head	Details			
I.	Name	Puneet Batra			
II.	Contact Details	Address	S&F Section, Room No. 211, Puratatva Bhawan, GPO Complex, INA, New Delhi - 110023		
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III.	Occupation	Member of Central Secretariat Service (CSS:2012)			
IV.	Educational Attainments	MBA(Finance), Guru Gobind Singh Indraprastha University, New Delhi BBA, Guru Gobind Singh Indraprastha University, New Delhi			
V.	Work experience [Government]	Date		Designation	Experience
		From	To		
		01.07.2022	Till date	Section Officer	Administration & implementation of various schemes, being administered in S&F Section, namely Scholarship & Fellowship, Cultural Function Production Grant, Sewa Bhoj Yojana, Tagore National Fellowship for Cultural Research
		01.08.2022	Till date	DDO	Passing of various bills & sanctions related to works dealt in Gandhi Heritage Section Mission
20.03.2024	30.06.2022	ASO	During this period, I had worked in Performing Arts Section on the administration & implementation of various financial assistance schemes namely Repertory Grant, Financial Assistance to Cultural Organizations with National Presence		