

Complete Bio-data						
I. Personal Details						
Name		Sanjeev Kumar Rana				
Present Designation		Upper Division Clerk				
Date of Birth		19.03.1971				
Sex		Male				
Category (Tick Mark <input checked="" type="checkbox"/> where applicable)		Gen <input checked="" type="checkbox"/>	OBC <input type="checkbox"/>	SC <input type="checkbox"/>	ST <input type="checkbox"/>	PH <input type="checkbox"/>
Marital Status		Married				
Mother Tongue		Hindi				
Indian Languages Known		Hindi				
Foreign Languages Known		English				
Retirement Reason						
II. Details of Educational Qualifications						
Sl. No.	Qualification Institute/University/Place	Subject			Division	
1.	Post Graduate Diploma in Marketing Management	Sales Management, Marketing Management and Business Management			2 nd	
2.	Graduation from Delhi University	Office Management & Secretarial Practice			2 nd	
III. Details of Professional Experience						
Sl. No.	Designation	Department/Organization/Place			Period From/To	
1.	Clerk-cum- Typist	Cement Corporation of India (CCI)			1993-2001	
2.	LDC	NWDA			2001 to till 26-10-2020	
3.	Upper Division Clerk	NWDA			27-10-2020 to till date	
IV. Details of Training/Workshop/Conference Attended						
Sl. No.	Name of Training/Workshop/Conference	Organized by	City	Duration (From/To)		
1.	Workshop/Training on Vigilance/Administration	CWC & NWDA	Chennai	2005		
2.	Training/Workshop Administration/Vigilance	NWDA	Hyderabad	2011		
3.	Training on Vigilance/Administration	NWDA	Lucknow	2013		
4.	Training programme on "Online System for Uploading and Monitoring of Vigilance Complaints"	Ministry of Water Resources, RD & GR, New Delhi	New Delhi	28.05.2015		
V. Details of Awards/Publications						
Sl. No.	Name of Award/Publication					
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VI. Details of Professional Membership						
Sl. No.	Name of Professional Body	Membership No.	(Life/Annual)			
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