



**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES  
(UNIVERSITY OF DELHI)  
PSP AREA IV, DR. K.N. KATJU MARG, SECTOR 16, ROHINI, DELHI 110089**

**Annexure-4**

<b>S.No.</b>	<b>Name of officer/official</b>	<b>Designation</b>	<b>Date of joining</b>	<b>Responsibilities in brief</b>
1	Dr. Poonam Verma	Professor-Principal	28.05.2008	Overall responsibility for management, teaching and administration of the college.
2	Mr. Ankur Aggarwal	Administrative Officer (Offg.) Section Officer (Accounts)	01.01.2022 03.07.2020	Administrative work (Responsible for day to day management of college teaching and routine administrative activities)
3	Dr. Deepti Khatri	Librarian	12.10.2011	Overall supervision of Library
4	Mr. Deepak Tiwari	Placement Officer	07.02.2019	Overall supervision of Placement Cell
5	Mr. Sumit Lamba	Sr. P.A. to Principal	21.07.2009	To handle routine correspondence and assist the Principal in day-to-day activities