

Curriculum vitae

W/O Rajesh kushwaha H.No-23
Indira Garden 6-A Near I.T.I Charch
Yamuna nagar.Pin no-135001
Contact no:-09354182832
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Renu Bala

Object

Seeking for a career which can provide opportunity to learn and show my potential to make good gain for the organization.

Experience

Organization	from	to	Post	Total exp.
S.M.S Sen.sec school Barara Ambala	2.1.2002	1.8.2004	Librarian	2 Years 7 Months
Maharaja Agrasen college jagadhri	2.8.2004	31.7.2006	Library assistant	2 years
Mukand lal national college	3.8.2006	16.3.2011	Library restorer	4years 7Months
TIMT(Tilak Raj Chadha Institute of Management & technology)	28.3.2011	Continue	Librarian	3 Year 9Months

Academic Qualification

Examination	Board/university	Year
Matriculation	HBSE Bhiwani	1997
10+2	HBSE Bhiwani	2002
B.A	KUK	2007

Technical Qualification

Examination	Board/university	Year
3 Year Diploma in Library computerized information science	S.B.T.E Chandigarh & A.I.C.T.E New Delhi	2001
N.T.T	Delhi	2003
Diploma in computer application	Chandigarh	2005
B.Lib	K.U.K	2008
M.Lib	K.U.K	2010
P.G.D.C.A	K.U.K	2013

Technical skills:

Library Software: LIBSOFT, library Management System, SOUL, Alice for window and CDS/ISIS, Dellsoft, Koha, **Acquisition:** Selection procedure of books and non-book materials on request approval, ordering, rendering in accession register, cardex, Statistics of acquisition. Subscription of Hard Journals and E-Journals.

Cataloguing: AACR-2 & CCC

Classification: Classification of book and non-book materials by DDC, UDC & CC

Computer/IT Skills

Experience in **MS-Windows** operating environments, including office applications such as **Word, Excel, PowerPoint**, etc.

Experience in Library Automation packages such as LIBSOFT Alice for window, Dellsoft, Koha and library Management System.

Sports Activities:

Volley Ball : Gold, Bronze
Kho-Kho : Silver
Hand ball : Bronze
High jump : Bronze
Relay Race : Bronze
Athletics : Participation

Membership:

Life Member of Haryana Library Association
Life Member of Indian Library Association
Life Member of Punjab Library Association

Conference/Seminars/ Research:

- **Published** Research Paper in K-2014 National Conference on “ From Real to Virtual: Transformation in Libraries” held at Maharishi Markandeshwar University Mullana- Ambala, Haryana (India) 133207.on May 17, 2014 “**My topic is Digital Libraries: Technological Advances and social Impacts**”
- **Published** Research Paper in International Journal of Library and Information Management Vol.4,No.2,July-Dec2013 Pg. no. 47-51 on “**Library and Information Networks and Resource Sharing in India**”
- **Published** Research Paper in National Seminar on “Library Automation: issues and Remedies in Present Scenario (NSLAIRPS-2014)” on March 28-29, 2014. Collaboration with ICSSR, NORTH-WESTERN, FARIDABAD,(Haryana) Organized by Department of Library & information science, Aggarwal college Ballabgarh, Faridabad (Haryana). “**Role of Hybrid Librarian in the 21st century library**”
- **Published** Research Paper in 59th ILA International Conference on “*Managing Libraries in the Changing Information world from surviving to thriving*” Sponsored by Directorate of higher education, Haryana held at Indian Institute of Technology, Roorkee, on February 22-24, 2014. “My topic is Role of Internship program for developing professional skills in Library Professionals”
- **Published** Research Paper in National Seminar on “*Women Empowerment through Education & Technology*” Sponsored by Directorate of higher education, Haryana held at Mukand Lal national college, Yamuna Nagar on March 7-8, 2013. “My topic is Position of Women in Library and Information science Profession”
- **Published** Research Paper in National Seminar on “Haryana History and Historiography” Sponsored by Directorate of higher education, Haryana held at Mukand Lal national college, Yamuna Nagar on February 22-23,2013. “My topic is **Libraries in Haryana**”
- **Published** Research Paper in National Conference on “LIBRARIANSHIP IN DIGITAL ERA” on **E-Resources and Role of consortia**. *Organized by Bhai Gurdas Central Library Guru Nanak Dev University, Amritsar on January 20-21 2012.*
- **Paper Presentation** in International Virtual Conference on “Information Retrieval on Scientific Literature: Emerging Frontiers and Challenges (IRSL-2014) Intellectual Partners Indian Library Association held at Maharishi Markandeshwar University Mullana- ambala, Haryana (India) 133207.on June 10-11, 2014 “My topic is **Digital Preservation in Library And Information Centres** ”
- **Paper Presentation** in National Seminar on “Women Empowerment through education and technology” Sponsored by Directorate of higher education, Haryana held at Mukand Lal national college, Yamuna Nagar.on March 7-8,2014 “My topic is **Position of women in library and information science profession** ”

- **Paper Presentation** in National Seminar on “Paradigm shift in Management practices in post globalization era” on March 1-2,2013 Sponsored by Directorate of higher education, Haryana held at Mukand Lal national college, Yamuna Nagar. “My topic is **Stress Management among Library and Information Science Professionals in Digital Environment**”
- **Paper presentation** in National Seminar on Public Libraries as a community information centres. My paper title is “**RRRLF (Role of Raja Ram Mohan Ray Library Foundation).IFLA,FID,UNESCO,NASSDOC,DESIDOC, NISCARE in information community centre** ” *Organized by Punjabi University Patiala on May 21-22 2012. Sponsored by RRRLF.*
- **Paper presentation** in a Seminar on “**MANPOWER PLANNING IN LIBRARY**” *Held at ICFAI Business School, YAMUNA NAGAR on 4th November 2008.*
- Participated in International Conference on ‘Challenges of Electronic Environment in Academic Libraries’ October 29-30, 2013.Organized by Panjab University Library, Chandigarh..
- Participated in the 2nd National Seminar on ‘Libraries in the digital Era’ October 11, 2013.Organized by Chandigarh Librarians’ Association.
- Participated in the 2nd National Seminar on ‘Impact of ICT in Libraries” Held on 3-4 November 2012, Organized by college of Life science, Gwalior. Sponsored by UGC, New Delhi,
- Participated in National Seminar on ‘Role of Libraries in promoting Reading Habit in Electronic Environment’ October 19, 2012.Organized by Chandigarh Librarians’ Association & Punjab College Librarian’s association.
- Attend workshop on **Koha: An Open-Source Integrated Library System** Held at DELNET (Developing Library Network) New Delhi from August 1-3, 2011.
- Participated in UGC sponsored 27th Conference on “Managing Libraries in information Technology Era” Organised by Indira Gandhi National College, Ladwa (kurukshetra) on 17-18 February, 2011.
- Participated in National conference on ‘Information Literacy skill for college librarians in digital Environment’. (NCILSCLDE) February 26-27, 2011.Organized by Aggarwal college Ballabhadh, Haryana.
- Participated National workshop on “open source solutions for Academic Libraries”Organized by college library, Indira Gandhi National College, Ladwa (kurukshetra) on 19-20 February, 2011.

- Participated in National Seminar on 'Indian' economic reforms and development over the last 15 years organized by department of management and economic maharaja agrsen college. On December 21.2004.

Strengths:

Progressive, positive attitude, punctuality, Sincerity & Commitment towards hard works.

PERSONAL DETAILS

Father's Name : Sh. Angad singh
Husband's Name : Rajesh kushwaha
Date of Birth : 14th October 1982
Sex : Female
Category : General
Marital Status : Married
Languages Known : Hindi, English, and Punjabi.
Hobbies : Listening Music and Internet surfing
Blood Donate : 3 Times

Declaration:-

I hereby declare that information above is true and correct of the best of my knowledge and belief and nothing has been concealed therein.

DATE: _____

PLACE: _____

Renu Bala

Reference:

Mrs. Anju Nagpal
Librarian
Mukand lal National
Collage, Yamuna Nagar
Mob No.9466506871

Dr. Vikas Daryal
Director
Tilak Raj Chadha Institute of
Management and Technology,
Yamuna Nagar
Mob No. 8295905324

