



P KURINGIMALAR

LIBRARIAN

ABOUT ME

Motivated librarian with 8+ years of experience and working in Rabiammal Ahamed maideen College for Women, expertise in cataloging, information organization, and technology integration. Committed to fostering a dynamic learning environment and contributing to the advancement of library services. Eager to bring a passion for literature and information access to a team-driven institution. Committed to maintain efficient library operations through diligent organization and daily interactions with patrons and staff.

ACADEMIC QUALIFICATION

1997

B.A., (Tourism)

Completed B.A in Kamaraj University, Madurai in the stream of Tourism in 1997.

2003

D.Pri.Ed

Completed D.Pri.Ed (Diploma in Primary Education) in Kamaraj University, Madurai in 2003.

2008

DACA

Completed DACA (Diploma in Advance Computer Accounting) in Kamaraj University, Madurai in 2008.

2012

B.L.I.Sc

Completed B.L.I.Sc (Bachelor of Library and Information Science) in Kamaraj University, Madurai in 2012

PG

2013

M.L.I.Sc

Completed M.L.I.Sc (Master of Library and Information Science) in Kamaraj University, Madurai in 2013.

CORE QUALIFICATION

- Shelving and Storage
- Inventory Tracking
- Reference Software
- Equipment Maintenance
- Team Leadership

EXPERTISE

Management Skills

Creativity

Digital Marketing

Negotiation

Critical Thinking

Dedication & Smartwork

WORK EXPERIENCE

May 2018- Present

Rabiammal Ahamed maideen College for Women

Librarian

I've been the librarian at Rabiammal Ahamed maideen College for Women from 2018 to current. overseeing library operations, cataloging, and promoting a supportive learning environment for students and faculty. I played a vital part in managing and organizing the college library, facilitating an efficient and conducive learning environment for students and faculty.

2017 - 2018

Bharath College of Education

Librarian

I previously served as a librarian at Bharath College of Education during the academic year 2017-2018. In this role, I successfully managed library operations, organized resources, and contributed to the overall educational environment.

2013 - 2016

The Merit Higher Secondary School

Teacher

From 2013 to 2016, I dedicated my expertise to teaching at The Merit School. As a committed educator, I contributed to student development, designed engaging lesson plans, and fostered a positive learning atmosphere, leaving a lasting impact on the educational experience.

2011 - 2012

New American Matriculation School

Librarian

"During 2011-2012, I served as a librarian at New American Matriculation School. In this role, I efficiently managed library resources, facilitated a conducive learning environment, and contributed to the school's academic support system."

PROFESSIONAL SKILLS

- Management of all Information Resources Functions (including electronic resources) and coordination of services with other library units.
- Demonstrated user's service and problem resolution abilities.
- Clear communication and active listening skills.
- Analytical thinking and problem solving capabilities.
- Ability to plan and coordinate daily operations.
- Management of all classification and acquisitions functions.
- Understanding of financial management, including budgeting and reports.
- Oversee the renewal, selection, ordering, receiving, and including of all library materials.

SPECIAL ACHIEVEMENTS

- Attended seminar on "Impact of Information and Research in Digital Context organized by Indian library Association" by Thiruv. Vi. Ka Govt Arts College.
- Attended seminar in Bharathidasan University.
- Attended the Practical Seminar on 28th April to 2nd May in the year of 2003 in Trichy conducted by Educational Research Centre.
- Attended webinar on "On Role of Libraries Pre & post COVID-19 Pandemic" by BOSLA in 28th Aug,2021.
- Attended National webinar on "Creating Digital Library using OpenSource Software Dspace at 15th July,2020.
- Attended Online Quiz on " World Book Day" on 23rd April, Organised by School of Library and Information Science.
- Attended an online webinar on "Dr.S.R.Ranganathan's Contribution to Library & Information Science" on 12th August 2022 The University Library.

COMPUTER KNOWLEDGE

Operating System: Windows 8, Windows 10

Computer Skills:

- MS Powerpoint, MS Excel, MS Word
- FoxPro
- ERP

CERTIFICATIONS

- Attended "ONEDAY STATE LEVEL SEMINAR ON 'CREATING FREE BLOGS/ WEBSITES IN WORDPRESS DOMAIN" (SS-CFBWWD,2019)
- Attended the Practical Seminar on 28th April to 2nd May in the year of 2003 in Trichy conducted by Educational Research Centre.
- 2021 A Study on Awareness and use of Public Library Services: with Special Reference to District Central Library, Dindigul

PERSONAL PROFILE

DATE OF BIRTH & AGE
YEARS

05-04-1976

MARITAL STATUS

Married

LANGUAGE KNOWN

English, Tamil

CONTACT NO

8220005822

E-MAIL

sendhilmalar05@gmail.com

PERMANENT ADDRESS

12/30, Kamalalayam
North Bank, Tiruvarur.

I hereby declare that the details furnished above by me are true to the best of my knowledge and belief.

P KURINJIMALAR,