भारतीय प्रौद्योगिकी संस्थान तिरुपति
TIRUPATI

भारतीय प्रौद्योगिकी संस्थान तिरुपति
Indian Institute of Technology Tirupati

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IITTP/LIB/INTERN/MISC/2026-27/03

Dt. 08-05-2026

TO WHOM IT MAY CONCERN

This is to certify that Mr Ankur Meena, who has been working at this institute as a Graduate Apprentice (Library) in Central Library since 01-04-2025 to 31-03-2026 through National Apprenticeship Training Scheme (NATS). From 01-04-2026 to till date he is continuing as Institute Apprentice with a rumination of Rs.22,000/-.

He has worked in the Acquisition, Serial control, Technical processing (classification and cataloguing) of resources, bill processing, stacks management, shelf rectification, document delivery services, monitoring and handling of front desk operations, and circulation of library books in an automated library environment.

He has also worked with library management software Koha, trained in operating RFID systems in a library, has working knowledge of plagiarism detection using Turnitin software, and has experience archiving a thesis in an institutional repository with DSpace.

He has attended two in-house workshops on MyLoft and Scopus, both as a co-ordinator and a participant. He also got a one-day training on the Academic Writing session, conducted by IEEE/EBSCO. The knowledge he has gained will help him competently meet any challenges in a computerised or traditional library.

This is issued on his request dated 08-05-2026.

Mr Meena is found to be punctual, pleasant, and committed to his duties and responsibilities. His conduct and character during the period have been found to be admirable. I wish him all the success in his career.

Prashanta Kumar Behera
Deputy Librarian

प्रशांत कुमार बेहेरा/Prashanta Kumar Behera
डिप्टी लाइब्रेरियन / Deputy Librarian
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