भारतीय प्रौद्योगिकी संस्थान जोधपुर
स्थापना कार्यालय (गैर-संकाय)
प्रशासनिक खंड (पूर्व), चाणक्य भवन
नागौर रोड, करवड़, जोधपुर (राज.) – 342030
दूरभाष: (0291) 280 1093
ईमेल: *office_establishment_e2@iitj.ac.in*

Indian Institute of Technology Jodhpur
Office of Establishment (Non-Faculty)
Admin Wing (East), Chanakya Complex
Nagaur Road, Karwar, Jodhpur (Raj.) -342030
Phone: (0291) 280 1093
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बैकुण्ठ नाथ साहु
सहायक कुलसचिव (स्था.-गैर संकाय)

सं.: भा.प्रौ.सं.जो./ कार्य.(स्था.)/2025-26/...818
दिनांक : ...08./...09../2025

Experience Certificate

This is to certify that **Mr. Arshad Abdul (P.F. No. N0021) D/o Shri Abdul Sattar** has worked as a **Young Library Associate** at the Indian Institute of Technology Jodhpur from 01.05.2023 to 30.04.2025 (AN). His employment details are as follows:

1	Designation	:	Young Library Associates
2	Nature of Employment	:	Temporary
3	Date of Joining	:	01.05.2023
4	Date of Relieving	:	30.04.2025 (A/N)
5	Experience	:	02 Years
6	Last Remuneration	:	26,250/- per month (Consolidated)
7	Place of Posting	:	Office of Library
8	Roles & Responsibility	:	As per **Annexure "A"**

It is certified that above facts and figures are true and based on service records available in this organization.

08/09/2025

(बैकुण्ठ नाथ साहु /Baikuntha Nath Sahu)
सहायक कुलसचिव (स्था.-गैर सं.)/Assistant Registrar (E-NF)

स्थापना कार्यालय (गैर संकाय)
Office of Establishment (Non Faculty)
भारतीय प्रौद्योगिकी संस्थान जोधपुर
Indian Institute of Technology Jodhpur
राजस्थान / Rajasthan

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दिनांक : 08/09/2025

Annexure "A"

This is to certify that **Mr. Arshad Abdul S/o Abdul Sattar** has successfully completed his ***Young Library Associateship*** with the S. R. Ranganathan Learning Hub at the Indian Institute of Technology Jodhpur, from **01st May 2023 to 30th April 2025**. During this period, he has been reported to have obtained experience in the following areas:

1. Worked on DSpace CRIS for uploading metadata of scholarly outputs, research projects, and creating researchers' profiles of IIT Jodhpur faculty members, and on DSpace 7.6 for uploading theses metadata and bitstreams.
2. Contributed to the development of the S.R. Ranganathan Learning Hub (Library) Website, including backend administration for events, user management, announcements, and integration of key features.
3. Assisted proactively in the development of the SRRLH Mobile App and eBookSelect Pro, an AI/ML-based smart book recommender application.
4. Designed and created video reels and posters for the promotion of library resources, services, training programs, and facilities on SRRLH digital platforms.
5. Assisted in Circulation & Member Services and the technical processing of books using the RFID-Biometrics enabled Library Management System (Koha).
6. Guided library users in utilizing self-service kiosks and the RFID-Biometrics enabled book drop facility.
7. Supported the Acquisition and Subscriptions Units in procuring books and subscribing to journals and other resources.
8. Assisted users in accessing and effectively utilizing the library's electronic resources.
9. Contributed to the compilation of institute publications, including the Institute's Annual Report, TechScape Journal, Convocation Report, and Institute Brochure; and
10. Assisted in Inter-Library Loan and Document Supply services.

He has also been reported to show a special flair for handling library services during extended hours, besides being punctual and hardworking, and his performance has been satisfactory.

We wish him every success in his life and career.

08/09/2025

(बैकुण्ठ नाथ साहु/Baikuntha Nath Sahu)
सहायक कुलसचिव (स्था.-गैर सं.)/Assistant Registrar (E-NF)

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