Resume

LIBRARIAN

Name: Jitendra Kumar Yogi

Address: Pooja Towan Luniyawas Goner Road Jaipur

Mobile: 8955412618

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Career Objective

Dedicated and detail-oriented Librarian with strong organizational and research skills. Passionate about promoting knowledge, managing information resources, and supporting academic and public communities through modern library management practices.

Educational Qualification

- **Master of Library and Information Science (M.Lib.I.Sc)** – University of Rajasthan 2023
- **Bachelor of Library and Information Science (B.Lib.I.Sc)** – University of Rajasthan , 2022
- **Graduation (Pcm)** – [University of Rajasthan 2020
- **Higher Secondary (12th)** – MHS Tilak nagar , Jaipur

Professional Skills

- Library Management System (Koha)
- Cataloguing, Classification, and Indexing
- Digital Library Development & E-Resource Management
- Knowledge of Dewey Decimal & DDC System

Work Experience

- Librarian
  [University Of Technology] – [18-11-2024 to till date
  - Managed circulation services, cataloguing, and acquisitions.
  - Assisted students and faculty in research and reference work.
  - Implemented digital library solutions and maintained e-resources.
- NACC work done in library

- Barcode work .
- work as an invigilator in examination.
- Work in addmission cell .

Library Intern / Trainee
[Ids, Jaipur] – [2024]
- Supported senior librarians in cataloguing and data entry.
- Assisted in managing periodicals and digital archives.

Personal Details

Date of Birth: 1/07/2000

Father's Name: Heera Lal Yogi

Languages Known: [English, Hindi.]

Nationality: [Indian]

Declaration

I hereby declare that the above-mentioned details are true and correct to the best of my knowledge and belief.

Date: _____

Place: _____

Signature: _____