RESUME

MOHIT SAHU

Contact No. - 8889934751

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Career Objective:

Looking for a challenging position so that I can use my **Skills** and **Capabilities** through sincere **Dedication** and **hard work for a** successful career and grow along with the Organization.

ICT Applications Skills and Competencies:

- MS-Office, MS-PowerPoint & MS-Word, Koha, etc.

Additional Qualifications

- Working knowledge of e-granthalaya.
- Post Graduation Diploma in Computer Applications (**PGDCA**).
- Presented a Paper on "AI Emerging Technologies" in a National Seminar at Udaipur.

Educational Qualification:

Qualification	Year	Institute	Percentage /CGPA
M.Lisc	2023	School of Library & information science , DAVV Indore	80.00
B.Lisc	2022	School of Library & information science , DAVV Indore	83.13
B.Com	2021	Jiwaji University, Gwalior	56.67%
HSSC	2018	Jawahar Navodaya Vidyalaya, Datia	61%
SSC	2016	Jawahar Navodaya Vidyalaya, Datia	7.6

Work Exposure:

- **Library Automation**: KOHA, Acquisition, Cataloguing, Circulation, Serial Management, etc.
- **Technical Processing Classification**: DDC Scheme, CC Scheme, Cataloguing, AACR2R, CCC, and MARC21 Format, Acquisition of books/eBooks, journals, and e-journals.

Work Experience:

- Currently working at JNV PANCHMAHAL (GJ) as a Librarian.
- One Year Experience as a Librarian at JNV NAGPUR (MH).
- Developed and implemented innovative library programs and fostered a love for reading among patrons of all ages.
- I am well known for how to install Koha and Granthalaya software and have worked on it before.
- Assisted patrons in locating and utilizing library resources, provided exceptional customer service, and solved individual needs.

Personal Dossier:

Father's Name	:	Mr. Narayan Das Sahu
Date of Birth	:	23 July 2000
Linguistic Abilities	:	English, Hindi, and Punjabi
Marital Status	:	Unmarried
Address for Communication	:	Ward no. 7, Chhipeti Mohalla, Bhander, Dist: Datia, MP, 475335

References:

Name: Komal Patel
Designation: Assistant Librarian
National Law Institute University,
Bhopal
Phone: 9617392091
Email: komalpatel@nliu.ac.in

Name: Viplove Patar
Designation: Library Assistant
School of Planning and Architecture,
Bhopal
Phone No.: 7509011702
Email: viplovepatar@gmail.com

Declaration: I hereby declare that the details furnished above are true and correct to the best of my knowledge.

Place: Indore

Signature: Mohit Sahu