

Jaipur 303301
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SUMMARY

Motivated and detail-oriented a strong academic background in Library. and Information Science and practical experience in cataloging, classification, and circulation services. Skilled in library automation tools such as Koha and GSDL, and proficient in computer applications including MS Word, MS Excel, and Canva. Known for excellent communication, problem-solving abilities, and a strong commitment to user satisfaction. Passionate about promoting reading habits, managing library resources efficiently, and supporting educational and research needs. Currently pursuing M.LIS to advance expertise in modern library systems.

SKILLS

RSC-IT (VMOU Kota)
Library Management Software: KOHA, and GSDL
Experience in Operating System like Windows
Working Experience in MS-Word, MS-Excel, Canva.
Computer Hardware and software knowledge

Vimal Verma

EDUCATION AND TRAINING

September 2024 - July 2025
MLISc | Master's of Library And Information Science
University of Rajasthan

September 2022 - May 2023
BLISc | Bachelor of Library And Information Science
University of Rajasthan

July 2016 - May 2019
Bachelor of Science | Science
University of Rajasthan , Jaipur

June 2015 - May 2016
Science (PCB) | Sr. Secondary 12th
Sanskar Public Senior Secondary School Bassi

LANGUAGES

Hindi: First Language
English : B2
Upper Intermediate (B2)

CAREER PROFILE

. Excellent communication and interpersonal skills.
Demonstrated ability to work effectively as a team player as well as Working independently to achieve objectives
Proficient in all types of computer related works.
Multilingual: Hindi and English

REFERENCE

Dr. Santosh Gupta, Assistant Professor, Department of library and Info. Sci., University of Rajasthan, Jaipur, dr.santoshguptaa@gmail.com
Dr. Vijender Kumar, Assistant Professor, Department of library and Info. Sci., University of Rajasthan, Jaipur, vijendrakumar@live.com

DECLARATION

. I hereby declare that the information furnished above is true to the best of my knowledge and belief.