CURRICULUM VITAE

Altaf Raja

S/O- Noorain khan
Vill-Po-Ps-Kaler
Dist- Arwal, State- Bihar, Pin-824127
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Career Objective

To achieve high career growth through continuous learning process and become a competent Librarian.

Professional Qualification

1. Passed Master of Library & information science with 1st div. (73%) from MGIHU in 2018.
2. Passed Bachelor of Library & information science with 1st div. (75.50%) from MMHA&PU in 2016.

Academic Qualification

1. Passed Master of Social Work from MGIHU, Wardha, 1st div. with 82.77% in 2021.
2. Passed B.SC. from M.U. Bodh Gaya, 1st div. with 68.50% in 2014.
3. Passed I. SC. from B.S.E.B. Patna, 1st div. with 64.20% in 2011.
4. Passed Matriculation B.S.E.B. Patna 1st div. with 77.80% in 2009.

Library Software knowledge:- Libsys, E-granthalaya, Koha, Marc-21, Z39.50, AACR-2, DDC, Subject Heading According to LCSH, ADCA, etc.

Experiences:-

1. Worked in the **Bihar Legislative Assembly Secretariat Library**, Patna from the period of March to July, 2018.
2. .Worked in the Library of **K.P. Jayaswal Research Institute**, Patna from the period of August to November, 2018.
3. .Worked in **Government Urdu Library**, Patna from the period of January-2020 to July-2021.
4. Worked in **Government Urdu Library**, Patna from the period of February-2022 to December-2022.
5. Working in **Indian Institute of Business Management**, Patna as a Librarian from April 2023…

Personal Particulars:

Father's name	: Noorain Khan
Mother's name	: Zasima Khatoon
Date of birth	: 02/10/1994
Marital status	: Single
Nationality	: Indian
Language known	: Hindi , English & Urdu

I hereby declare that the above details are true to the best of my knowledge and shall abide by all the rules.

Place:.....

Date .....

Signature

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