

VINAY KUMAR GAUTAM

CONTACT

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Delhi, INDIA

8802996730

WORKEXPERIENCE

- Two Year and Till now experience as a Library Intern in Daulat Ram College DU.
- Open Library Software (KOHA).
- Reference Services.
- Technical Process Work (Cataloging & Classification)
- Acquisition Work
- Membership & Circulation

SKILLS

- Operating Library Software
- Library Management
- User Communication
- Microsoft Office (Word & Excel)
- C++

CERTIFICATES

- “CCC’’ Certificate affiliated by ‘National Institute of Electronics and Information Technology’.

- (ADCA) Advanced Diploma in Computer Application.

PROFESSIONAL OVERVIEW

I am working as a Library Intern from march 2024 in Daulat Ram College DU. I have good knowledge and working experience in Library. I am looking for a good position to kickstart my career in Library Science. I wish to work in a dynamic organization that will contribute to my professional and personal growth while I contribute to the growth of the institution as well as engage in opportunities to further the institution’s goals.

EDUCATION

10th Passed (C.B.S.E. BOARD)
2011 (DELHI, INDIA)

12th Passed (C.B.S.E. BOARD)
2013 (DELHI, INDIA)

GRADUATION B.SC.(H) CHEMISTRY (UNIVERSITY OF DELHI)
2016 (DELHI, INDIA)

DIPLOMA IN ELEMENTRY EDUCATION
EXAM REGULATORY AUTHORITY UP.
2019 (UTTAR PRADESH, INDIA)

BACHELOR OF LIBRARY SCIENCE, UNIVERSITY OF DELHI.
2024 (DELHI, INDIA)

MASTER OF LIBRARY SCIENCE, UNIVERSITY OF DELHI.
2025 (DELHI INDIA)

LANGUAGES

HINDI
ENGLISH