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Objective	Key Skills	MY Self
I would like to Work in a Challenging Environment Where everything changes quite quickly & where my manpower is needed. Also to excel in the field of Library/Information and to obtain the zenith of my career though the Knowledge & skill for Excellence of the Organization & my own Development.	Library Automation & Networking, ICT in libraries, E-Granthalaya, Institutional Repository (With Dspace on Linux) Library Management & Administrations, Web Page on HTML.	I' flexible person who believes in setting high standards of performance for himself/organization and who has been effective both as an individual and as a team. Able to manage multiple assignments while working in a fast paced environment which involves strong strategic and evaluative thinking.

PROFESSIONAL EXPERIENCE:

- ❖ July 1, 2013 to Present & Aug. 10, 2006 / July 27, 2012 Library Asstt. In Guru Nanak Dev Engineering College, Ludhiana.
- ❖ July 28, 2012 / June 25, 2013 Asstt. Librarian Doaba College, Jalandhar.
- ❖ July 19, 2005/ Aug. 2006 Librarian OPM Institute of Education, Dyalpur.
- ❖ Aug. 10, 2004/ June 30, 2005 Asstt. Librarian cum Lecturer in Lovely Institutes, Phagwara.

TEACHING EXPERIENCE:

Aug. 2004 to May 2005 as a Lecturer in Lovely Institutes, Phagwara.

Teaching Area: Reference Services, Library Management & Administration, Cataloguing.

CONFERENCE/SEMINAR ATTENDED:

- ❖ Attended FDP on “Development of Digital Library with Dspace software ” sponsored by PTU, Jalandhar held on Malout Institute of Management and Technology, Malout on 05-09 Aug, 2013.
- ❖ Attended National Conference on “Librarianship on Digital Era” Organized by Bhai Gurdas Library held on Guru Nanak Bhawan, G.N.D.U., Amritsar on January 20-21, 2012.
- ❖ Attended National Seminar on “Information Access Initiatives and Rural India” jointly Organized by ICSSR & Bhai Gurdas Library, G.N.D.U., Amritsar on June 25-26, 2009 at Conference Hall, Guru Nanak Bhawan, Guru Nanak Dev University, Amritsar.
- ❖ Attended short term course on “Intellectual Property Rights & Patents” Organized by National institute of Technical Teachers Training & Research held at Guru Nanak Dev Engg. College, Ludhiana on Dec. 18-20, 2006.
- ❖ Attended one day Lecture on “Knowledge Management” Lectured by Dr. M.P. Satija of GNDU, Amritsar on 12/07/2013.
- ❖ Attended one day Lecture on “Management of college library in IT scenario” Lectured by Dr. (Prof) Preeti Mahajan Deptt. of Library & Information Science, PU Chandigarh on 27/07/2014.

PAPER PUBLISHED/BOOK CHAPTER:

- ❖ Manpreet Singh (2011) Libraries in the ICT Environment: A case study of GNE College library, Present/published in National Conference on “Information Literacy Skills for College Librarians in Digital Environment” organized by Department of Library & Information Science, Aggarwal College, Ballabgarh on 26th -27th February, 2011. P.198-200.
- ❖ Manpreet Singh (2012) Use of e-resources in Guru Nanak Dev Engg. College: **Book Chapter** Publish: Libraries in digital era edited by Abha Sharma, Arihant Prakashan P.Ltd., New Delhi P.204-13. **ISBN-978-93-80872-67-4**
- ❖ Manpreet Singh (2011) Web Based Library Services in Engineering Colleges in Punjab: A case study published in National conference held on Nutan Maratha College, Jalgaon (M.S.), India on Oct. 14-15, 2011 organized by UGC.
- ❖ Manpreet Singh (2012) Marketing of library services through weblogs: A study published in National Conference on “Trends in developing and managing e-resources in libraries” held on VTU, Belgaum 25-26 May, 2012.
- ❖ Manpreet Singh and Major Singh (2014) Information seeking behaviour: A study of faculty members of Guru Nanak Dev Engineering College, Ludhiana published in e-Library Science Research Journal, Sholapur (Vol. no. 2 Issue no. 4, 2014) page -1-9 **ISSN: 2319-8435**.
- ❖ Manpreet Singh (2014) A Snapshot of Traditional Library to Modern Library using Bar code Technology: An Experience of Central Library GNDEC, Ludhiana. Published in Journal of Advances in Library and Information Science Vol.3 (2) 2014 p.146-49 **ISSN: 2277-2219**.

- ❖ Citation Analysis of M.Tech.... Under Review.

PERSONAL STRENGTHS:

- ❖ Library & Information Science.
- ❖ Able to handle all IT background cases related to my profession.
- ❖ Skills in the intricacies of IT applications to library & information centre.
- ❖ Teamwork capability.
- ❖ Leadership qualities & good interpersonal skills.
- ❖ Installation D space for Development Digital Library (Institutional Repository).

ICT BASED EXPERIENCE:

- ❖ Looks after the overall activities of E-Granthalya software used in Central Library, GNDEC, Ldh.
- ❖ Design and maintain the web page and Blog of Central library GNDEC.
- ❖ Developed electronics Thesis achieve for Central Library on D space.
- ❖ Help the library users to access on-line e-databases.

COMPUTER SKILLS:

Six month Diploma in Computer Applications.

RESEARCH INTEREST:

ICT in Libraries, Information Seeking Behaviour, Web Resources etc.

HONOR/AWARD:

Honour by OPM Institute of Educational Society, Jalandhar for contribution to set-up a Library.

OTHERS LEADERSHIP SERVICES:

- ❖ In charge Reference section and Computer Lab of Central Library.
- ❖ Help to students to access on line databases.
- ❖ Developed electronics Thesis achieve for Central Library on D space.
- ❖ Developed / Maintain Library web Portal. www.gndec.ac.in/library