

LIBRARY	
Manpreet Singh	Central Library GNDEC library.gndec.ac.in
Job:	In charge Reference Section, Accession Reg., Library Classification, Library Catalogue, E-Resource, Theses, IT Interest, Library website (Three), Software, Library Automation, (e-Granthalaya), DSpace, Greenstone etc.
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Manpreet Singh is Library Asstt. in Central Library, leading Engineering College (GNDEC) Ldh. in North India. I have over 21 yrs. Experience as Library working for the Engineering College (GNDEC) Ldh.. They are the Electronic Resources, IEEE, EBSCE & e-Books etc. As a tech savvy Library Assistant I have undergone through intensive trainings and experiences which has enabled me to work independently on open source software like e-Granthalaya, DSpace (Institutional Repository), Greenstone, Library webpage (Web Three), etc always help me to Perform better with Technology. I am Asstt. Librarian (Doaba College) Jalandhar, Library Accession Reg., are Circulation, Technical Processing etc. Over charge Librarian (OPM) of Library Accession, Circulation, Technical Processing, & Library Circulation, Journal & Magazine etc.. Overall charge Library Accession, Technical Processing Circulation, Journal & Magazine, and Library etc. Overall charge Asstt. Librarian (LIP) Library of Circulation- Issue / Return, Technical Processing, Journal & Magazine etc.

Web OPAC

OPAC
(Online Library)

Skills

MySQL
eG3 Web OPAC

Library & Inf. Asstt.

GNDEC/ Aug. 2006 to July 2012 & July 2013 to Present / Gill Road, Lhd.

In charge Reference Section, IT Internet, Theses, E-Journals, Digital library, Library Accession Reg., Circulation, Library Classification, Library Catalogue, Bound Accession, e-Granthalaya, Library Website (Three), Greenstone, Library on Dspace etc.

Asstt. Librarian

Doaba College/July 28, 2012 to June 25, 2013/ Jalandhar

In charge Library Accession Reg., Circulation- Issue / Return, Acquisition & Technical Processing.

Librarian

OPM Institutes Education/ June 2005 to August 2006 / Dyalpur

Overall responsibility for the Library Head, Accession, Circulation, Acquisition & Technical Processing, Serial Management & Allocating duties, etc.

Asstt. Librarian

LPU/Aug. 2004 to June 2005 / Phagwara

Overall In-charge of Library Accession, Circulation- Issue / Return , Acquisition, Membership Managt., Technical Processing & Journal, Serial Management & Allocating duties, etc.

Lecturer

LPU / August 2004 to 2005 / Phagwara.

Teaching: Reference Section, Management & Cataloguing.

International, National Journal & National Conference

International	06
National Journal	03
National Conference	03

Book Chapter

Book Chapter	01
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National Conference

National Conference	09
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ICT Software

ICT libraries, Digital Library,
Institution e-Granthalaya, Web
Resources, Installation
DSpace, Greenstones

Key Skills

Library Automation.
Library Administration.
(DSpace Repository), Greenstone,
Digital, Drupal, Library Management,
Dell & e- Scan. etc.

Skilled

In charge Reference Section including
Journals and Interest & Theses.
Experience with Digital Information
Storage and Retrieval.
Skilled at e-Resource Acquisitions
& Management.

Qualifications

M.Phil.(LIS)-2005
MLISc-2003
M.A.(Hist)-1999
DCA-1996
ITCL-2018

Scholar Google



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Library Workshop

Library Workshop	20
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National Seminars / FDP

National Seminars / FDP	92
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M.Tech Theses

Reference section Civil Engineering, CS Engineering, IT
Engineering, El. Engineering, EC Engineering, M.
Engineering, P. Engineering, Industries Engineering for
2007 & 202....

Leadership Service

1. In charge Reference section of Central Library.
2. Developed Electronics Thesis for Central Library on Dspace.
3. Library Automation & Networking.
4. Institution e-Granthalaya, Greenstone.
5. Help to students to access on line e- Journals / e-Books.
6. Able to handle all IT background case related to my Profession.
7. Library, BlogSpot.
8. Library.

ICT Based Experience

1. Library & Information Science.
2. Library Administration.
3. Library Automation, MySQL
4. Acquisition, Catalogue, Classification, Circulation.
5. Reference Service: All type of Reference.
6. Able to handle all IT background case related to my Profession.
7. Installation of e-Granthalaya.
8. Installation DSpace for Development Digital Library (IR).

<div data-bbox="123 254 670 291" data-label="Section-Header"> Team Management Skills </div> <div data-bbox="233 323 558 470" data-label="Text"> <p>Team work Capability. Good Interpersonal Skills. Leadership Qualities. Library Management.</p> </div>	<div data-bbox="699 254 1495 291" data-label="Section-Header"> ICT Based Experience </div> <div data-bbox="753 323 1321 638" data-label="List-Group"> <ol style="list-style-type: none"> 9. Installation of Greenstone. 10. Web Designing. 11. Library Management. 12. Library Journal. 13. Bound Accession & Bounding. 14. To create HTML Word press & Drin HTML 15. Leadership Qualities & Good Interpersonal skills. 16. Teamwork Capability. 18. Skills in the intricacies of IT Applications. 19. Library & Information. </div>