

Varun Patney

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Motivated, result – focused, self-starter looking to add value to the organization's resource pool with my skill-set and abilities. Seeking a position with a growth oriented organization, with an intention to relocate, in the area of Library and Information Science.

Professional Qualifications

- **Post-Graduation:** Masters in Library Science (M.lib Science) (**Gold Medal**) from Central University Of Himachal Pradesh, 2015.
- **Post Graduate Diploma in Computer Applications** (PGDCA), Deen Dayal Upadhyay College, University of Delhi, 2012.

Educational Qualifications

- **CBSE-UGC National Eligibility Test June 2015:** For determining the eligibility of Indian nationals for the Eligibility for Assistant Professor at University Level.
- **6 months certificate course in Journalism & Mass communication & F.M. Radio**, University of Delhi.
- **Bachelor of Commerce**, University of Delhi, 2010.

Work Experience

- Currently working as Research Associate with Indian Institute of Technology, Roorkee since 01st December, 2017. Presently I am working on data mining project for analyzing research output of faculty members of the institute.
- Worked as an Intern at Learning Resource Centre Indian School of Business, Mohali Campus since 1st December, 2015 to 27th November, 2017.

Job Profile:

Acquisition Section:

1. Managing suggestions for new requests received, selecting vendors and order creation after price comparison, classify books through DDC classification scheme, create records with MARC 21, prepared new arrivals on weekly basis, compile and present monthly statistics of Acquisition section.
2. Maintaining invoice file on monthly basis for the new procurements and updating the same through Library Management Software Virtua.

Circulation Section:

Creating new patron records, compiling term wise circulation statistics, preparing fine statements. Answering user queries, maintaining AV resources, printing barcodes for the new resources acquired, giving user orientation to students, generating overdues, serials control.

Library IT Section:

1. Coordinating with AMC vendor of LRC Mohali for solving issues related to their software or hardware.

2. Resolving issues pertaining to Security Gate, Book drop Box, Self-checkout/in Kiosk and other devices of LRC Mohali
 3. Coordinating with IT department for any IT related issues.
- Worked as Network Trainee at DELNET (Developing Library Network), New Delhi from 15th June 2015- 18th November 2015. Was engaged in developing a MOOCs based platform for Engineering and Management students. Also created a demo page using JOOMLA.
 - Summer Training: Worked as an intern in Central Library at Indian Institute of Technology, Delhi for a period of 30days. Worked in different sections (acquisition, processing, circulation, reference) of the library to gain real time exposure. Used LIBSYS software to do cataloguing, classification and circulation activities.
 - Worked as a Production Assistant with All India Radio, New Delhi.
 - Previously completed 6 months project based training at P.R Edumedia Pvt. Ltd. developing a website using PHP module & MYSQL database. Actively managed the roles assigned to me during the internship which enabled me to gain in-depth practical experience.
 - HCL BPO, NOIDA – Customer Service Associate - July 2009 to February 2010. Worked for UK based British Telecommunications process resolving their user queries and marketing of Voice & Internet packages.

Conference & Workshop Attended

- **Users' Awareness Workshop for Access to E – Resources** held at Central University of Himachal Pradesh, Dharamshala (H.P.) and jointly organised by the Department of Library and Information Science, Central University of Himachal Pradesh & INFLIBNET, Ahmedabad, 12th September, 2014.
- **XXX IATLIS NATIONAL CONFERENCE, 2014** hosted by Central University of Himachal Pradesh, Dharamshala (H.P.) on the theme 'Re-inventing LIS Education Programmes in India: Challenges and Opportunities in the Digital Era', 27-29 November 2014.
- **1st India Public Libraries Conference (IPLC 2015)** jointly organised by Digital Empowerment Foundation & DELNET, New Delhi and supported by the Bill & Melinda Gates Foundation at India International Centre, New Delhi, India, March 17-18, 2015.
- **2nd Global Conference on Emerging Trends in Business Librarianship (ETBL 2016)** jointly organized by Indian Institute of Management, Ahmedabad & Indian School of Business at Indian School of Business, Mohali, December 04-07, 2016.

Software Skills

MS- Office suite, HTML, KOHA, Virtua, JOOMLA, ZOTERO.

Personal Details

Date of birth : 01/01/1990

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References

1. Prof. I.V. Malhan

Professor & Dean

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2. Dr. Jayakumar Chockalingam

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