POOJA KAUSHIK

kaushikpooja8700@gmail.com
7817972397,9568199665
781/19 Near Saini Mandir Holi Chowk Rampuri Muzaffarnagar



Objective

To perform as a Librarian in a challenging Librar facility where experience assembling and arranging experience

Teaching Work Experience

Two year experience as a Computer Teacher from 2009 to 2010

MSES Career Point

Two Year Experience as a Computer Teacher in 2011 to 2012

DAV Inter College

Non Teaching Work Experience

Two year Experience as a Librarian

Motherland Public School from 2013 to 2014

Two year Experience as a Librarian

Darpan Institute of Rehabilitation & Research Center from 2015 to 2017

Additional Training

Sep-Jan 2018

Has Successfully completed Library Professional Training in Delhi Public Library

March-August 2019

Has Successfully completed the Library Technical Section Training in Ambedkar University Delhi.

Education

2011 — **From CCS University Meerut**
B.A in English Economics Political Science

2008 — **From UP Board Allahabad**
Intermediate

2006 — **From UP Board Allahabad**
High School

Professional Qualifications

MLIS (Master of Library & Information Science)
From CCS University Meerut in 2018

BLIS (Bachelor of Library & Information Science)
From IGNOU in 2012

Technical Proficiences

PGDCA (Post Graduate Diploma in Computer Application)
Autocad (Mechanical) HVAC (Heating Ventilation & Air Condition) CWPS
Tally & Manual Accounting
C C++
HTML
CCC by (Course on Computer Concept) by NIELIT

Specific Library Skills

DDC (Dewey Decimal Classification)
Library Automation and Data Service
Cataloguing Classification and Preservation
Library Technology and IT

Strength

Team Oriented
Flexible & Emotionally Aware Person

Achievements & Awards

Participated in the National Seminar on Role of Libraries in Ranking of Institutions at Bennett University on September.

Participated workshop on Koha Certification program by Madhya Pradesh Association.

Participated in 6th International Conference of Asian Special Libraries (ICoAsL2019) on Libraries and Librarianship in Digital Plus Era jointly organized by SLA.

Language

Hindi & English

Hobbies

Volunteering, Community service or Charity Work
Yoga, Creative Arts including Writing crafts or gardening