



SILPA KP

Library and Information Science Professional

📍 D/O Mohanan K P
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Pin : 673638



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PROFILE INFO

Dedicated and detail-oriented librarian with over 2 years of experience in managing library services, cataloging, and digital archiving at MES Arts and Science College, Perinthalmanna. Proven ability to foster a welcoming and educational environment while facilitating research and learning. Strong organizational skills, expertise in information retrieval, and experience with both traditional and digital library systems. Seeking to leverage expertise for professional growth in a dynamic library or information science role.

EXPERIENCE

2023 MAY 30 TO PRESENT

MES ARTS AND SCIENCE COLLEGE PERINTHALMANNA LIBRARIAN

- Installed and Managed Koha Library Management System
- Introduced Barcode System
- Cataloged and Classified 10,000+ Books
- Facilitated the integration of N-LIST e-resources by subscribing it in the institution
- Procurement of Books, Journals, and Magazines
- E-Journals Management
- Produced and applied spine labels for all cataloged books
- Established a readers' club to foster a love of reading and facilitate discussions on literary topics

15 OCT 2022 - 25 NOV 2022

HINDI DEPARTMENT LIBRARY , UNIVERSITY OF CALICUT TRAINEE

09 MAY 2022-27 MAY 2022

CHMK LIBRARY , UNIVERSITY OF CALICUT INTERN

EDUCATION

2020-2022 | UNIVERSITY OF CALICUT

MASTERS OF LIBRARY AND INFORMATION SCIENCE

73 % FIRST CLASS

2017-2020 | GOVERNMENT ARTS AND
SCIENCE COLLEGE CALICUT

BSC BOTANY

75.30 % FIRST CLASS

2015-2017 | EMEA HSS KONDOTTY

PLUS TWO

85 % FIRST CLASS

2014-2015 | PPMHSS KOTTUKKARA

SSLC

95 % FIRST CLASS

SKILLS

- Koha
- OCLC
- HTML
- MENDELEY , ZOTERO
- WINDOWS , UBUNTU , LINUX
- EXCEL , WORD , POWER POINT
- SPSS
- NLIST

LANGUAGES

- English
- Malayalam
- Hindi

REFERENCE

Dr. Vasudevan T. M

Professor and Head Department of
Library and Information
Science, University of Calicut

Phone: 9446418742

Email: vasudevantm@uoc.ac.in

Dr. Syamili C

Assistant Professor Department
of Library and Information
Science, University of Calicut

Phone: 7598429627

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PROFESSIONAL EXPERIENCE

- Successfully installed and configured KOHA
- Automated Library
- Implemented Barcode System
- Cataloguing and Classification of More Than 10,000 Books
- Led annual stock verification processes
- Implemented measures to enhance accountability and prevent loss of library materials.
- Managed the subscription and access to N-LIST, providing students and faculty with a vast range of e-resources including e-journals and e-books.
- Organized and executed various library programs and events on special days
- Oversaw daily library operations, ensuring a clean, organized, and welcoming environment.
- Managed budget allocations, procurement of new materials, and maintenance of library facilities and equipment.

SEMINARS AND WORKSHOPS

- National Workshop on Data Analysis for Social Science Organized by Department of Library and Information Science, University of Calicut During 22-24 February 2022
- International Conference on Success and Survival Strategies for LIS Profession Organised by Department of Library and Information Science, University of Calicut 02-04 march 2022
- Five Day National Library Technology Workshop (LTW 2022) Organised by Department of Library and Information Science, University of Calicut During 23-27 March 2022
- National Conference on Innovative Librarianship : Accelerating of Open and Digital Convergence Organised by Central Library , Central University of Tamilnadu , Sponsored by RRRLF , Kolkata held on 09 & 10 jun 2022
- Online Workshop on How to Enhance your Academic Research Profile Management System Jointly Organised by the Central Library , Research & Development Cell in association with IQAC , VTM NSS College , Dhanuvachapuram on 14 th January 2023
- Koha Admin Training Organised by Best Book Buddies on 24 March 2023

DECLARATION

I hereby declare that the information and facts stated above are true to the best of my knowledge and belief.

Silpa K P

Place: Malappuram

PROJECT

Educational influencers on instagram : content analysis of educational channels , audiences , and their activities

PAPERS PRESENTED

3D Printing in Libraries: A Study
National Conference on Innovative Librarianship : Accelerating of Open and Digital Convergence Organised by Central Library , Central University of Tamilnadu , Sponsored by RRRLF , Kolkata held on 09 & 10 jun 2022

VALUE ADDED COURSES

Information and Cyber Security a Value Added Course Conducted by the Department of Library & Information Science, University of Calicut During 12-30 August 2021