

CURRICULUM VITAE

Mallappa F Kumbar

Librarian

St. Francis Institute of Management and Research,

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Mallappa Kumbar

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Objective: To be an efficient librarian where I can expose my service techniques and the management skills towards the betterment of the organization and myself.

PERSONAL DETAILS:

Date of Birth : 01-07-1977

Father Name : Fakeerappa

Marital Status : Single

Languages Known : English, Hindi, and Kannada.

Hobbies : Reading books, playing carrom, playing chess etc.

EDUCATION QUALIFICATIONS:

Exam Passed	University	Year of Passing	% Of Marks	Division
M.L.I.Sc	K.U.D	2002	68.00	First Class
B.Sc. (PCM)	K.U.D	1999	51.63	Second Class
S.S.L.C	K.S.S.E Board	1994	74.08	Distinction

Software Training : Undergone One year Diploma in Computer Application (DCA)

Operating Systems : DOS, Windows / 95/ 98/ NT/ 2000

General Software's : Microsoft Office: Word, Excel, Access, PowerPoint; Adobe Acrobat, MS Works, Norton Utilities, WinZip and other related applications

Graphic Software's : Photoshop, Gif- construction, Print Shop Deluxe, MS Photo editor

Library Software's : Libsuite, Win/ ISIS, SOUL, SLIM, Libsys.

Dissertation Topic : "LIS SOFTWARES IN INDIA: A COMPARATIVE STUDY"

Award : Dr. S. R. Ranganathan Memorial Gold Medal For obtaining the 2nd Rank for the degree "Master of Library & information science" from Karnatak University, Dharwad, 2002

Current Position : Working as Librarian in St. Francis Institute of Management and Research, Library, Mumbai, since 30th January 2004 till date.

Work Experience : **1.** Worked as a “Jr. Library Assistant” from 20th May 2002 to 30th September 2003 in SDTM Library, Tata Institute of Social Sciences, Mumbai.
2. Worked as a “Project Executive (Digitization)” from 1st October to 29th January 2004 in SDTM Library, Tata Institute of Social Sciences, Mumbai

Seminar Attended : **1.** One-Day Seminar on “Resource Management” held at Sir Dorabji Tata Memorial Library, TISS, Mumbai, Conducted by BOSLA (BOMBAY SCIENCE LIBRARIANS' ASSOCIATION, MUMBAI)
2. WSF International workshop jointly conducted by NIGD and TISS, Mumbai on the topic “Democratization of Information in Libraries”
3. MANLIBNET conference held at ICSSR, Mumbai, on “Business and Management Schools: Recent Trends” from May 12-14, 2004.
4. Two days workshop on “Information Communication Technology for Librarians” conducted by BOSLA in SDTM Library, TISS, Mumbai.
5. One day seminar on “Libraries and Intellectual Property Rights” conducted by Thakur Institute of Management Studies and Research, Mumbai on 12th March 2005.
6. Workshop on ICT for Information and Management in S& T Organizations conducted by I I T, Mumbai from 16- 20 May 2005
7. Training programme on Management of Digital Libraries from 16-20 Jan 2006 held at YASHADA, Pune.
8. Workshop on Data, Database and Data Inter-conversation held at ICSSR, Mumbai organized by NASSDOC and ICSSR.

Job Profile :

- Library Administration
- Data base development using WIN/ ISIS Software.
- Downloading E-journals, various Work papers, & some important information from websites as part of Information Service, Documentation work.
- Searching of CD-ROM databases: Dissertation abstracts on, Wilson Social Science abstracts, Social Science Citation Index, Census, Business India etc.

- Searching of On-line databases like Proquest, Ebscohost etc. & providing orientation to users.
- CAS, SDI, Newspaper clipping service & bibliographical Information services.
- Resource sharing with other libraries.
- Digitization of text & images.
- Providing Reference service, Referral service & Orientation to users as a part of User education.
- Classification & Cataloguing of books and other documents.
- Managing Circulation counter & all other relevant jobs to circulation section.
- Recording, receipt of journals, Sending reminders for non-receipt of issues, sending loose issues for binding & accessioning of bound volumes.
- Successfully completed the digitization of Parsee Literature Project.
- Developed digital contents in Green Stone Digital Library software.

Reference	: B S Kademani Scientific Officer E Bhabha Atomic Research Centre Trombay Mumbai-400 085	Dr. C R Karisiddappa Professor Dept., of Lib., & Inf., Science Karnatak University, Dharwad-580003
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Tel No.	: 022 -25552793	0836 - 2776656

Email	: koganuramath@rediffmail.com
Tel No.	: 011-2671 7605, 2670 4551

Place : Mumbai

Yours faithfully
(Mallappa Kumbar)