Subhashree Mohanty

Librarian

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PERSONAL STATEMENT

Librarian with 6 years of experience managing school and college libraries of up to 32,000 volumes. Skilled in KOHA automation, DDC cataloguing, RFID circulation, e-resources such as N-LIST and NDLI, and reader-development programmes that increase student library use.

WORK EXPERIENCE

Assistant Librarian · Kalinga College of Engineering and Science, Bhubaneswar — Jul 2022 – Present

- Manage a central library of 32,000 books, 60 print journals and e-resources for 2,800 students and 150 faculty.
- Led migration of 18,000 legacy records to KOHA and introduced RFID self-issue, cutting average circulation queue time from 12 to 3 minutes.
- Ran 14 information literacy sessions on N-LIST, NDLI and plagiarism checks, doubling monthly e-resource logins.
- Prepared library data for NAAC Criterion IV and the NIRF submission.

School Librarian · Sambalpur Public School, Sambalpur — Jun 2019 – Jun 2022

- Ran a library of 9,000 books for Classes I to XII and scheduled weekly library periods for 36 sections.
- Started a reading challenge and book fair that raised monthly book issues from 450 to 1,100.
- Catalogued 2,500 new titles using DDC and weeded outdated stock in line with the CBSE library guidelines.

EDUCATION

M.Lib.I.Sc. in Library and Information Science · Utkal Institute of Library and Information Science, Bhubaneswar — 2018 – 2019
Grade: 72%

B.Lib.I.Sc. in Library and Information Science · Utkal Institute of Library and Information Science, Bhubaneswar — 2017 – 2018
Grade: 75%

SKILLS

KOHA ILMS · DDC cataloguing · MARC 21 · RFID circulation · DSpace repository · N-LIST and NDLI · Plagiarism software · Reader development

CORE SKILLS

- Library automation
- Collection development
- Information literacy training
- NAAC library documentation
- Stock verification

CERTIFICATIONS

UGC NET – Library and Information Science · National Testing Agency — Nov 2021

KOHA Library Management System hands-on workshop · Regional library association — Feb 2022

LANGUAGES

Odia · Native · English · Fluent · Hindi · Fluent

HOBBIES & INTERESTS

Odia literature, bookbinding, quiz clubs

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