

# Asha S

Ramasamudra, Chamarajanagara, Karnataka.

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[in https://www.linkedin.com/in/asha-s-a93646302](https://www.linkedin.com/in/asha-s-a93646302)

## Objective

Enthusiastic library professional with a passion for fostering knowledge, promoting literacy, and enhancing user experiences. Dedicated to utilizing my organizational skills and expertise in cataloging, information retrieval, and technology integration to contribute effectively to a dynamic library environment.

## Experience

- MVJ College of Engineering** Sep 2024 - July 2026  
Library Assistant
  - Managed daily circulation desk operations, including issuing, returning, and renewing library materials using KOHA LMS integrated with RFID.
  - Performed technical processing of new acquisitions: cataloging, physical processing, shelving and printing ID cards for faculties and students.
  - Engaged in the digitization and metadata entry for institutional resources using DSpace, enhancing discoverability and long-term preservation of academic content.
  - Maintained faculty profiles in IRINS (Indian Research Information Network System), ensuring accurate and up-to-date representation of research output, publication records, and institutional visibility.
  - Provided user assistance for information retrieval, OPAC navigation, and reference services.
  - Administered access and troubleshooting for VTU Consortium e-resources, ensuring seamless availability of subscribed journals, databases, and digital content for students and faculty.
  - Created and maintained daily newspaper clippings on institutional, academic, and research-related topics, contributing to current awareness services and archival documentation.
  - Facilitated student learning during library hour sessions, providing hands-on support for navigating VTU consortium e-resources.

## Education

- University of Mysore, Manasagangothri, Mysuru** 2024  
MLISc  
81.95%
- JSS College for Women, Chamarajanagar** 2022  
BCA  
79.57%
- JSS College for Women, Chamarajanagar** 2019  
PUC [PCMC]  
66.62%
- St. Joseph's english medium high school, Chamarajanagar** 2017  
SSLC [State board]  
76.03%

## Skills

- TECHNICAL SKILLS:** --Web designing( HTML, CSS), --Library automation software(KOHA, WINISIS), --Digital Library Software (DSpace, Greenstone), --Classification Schemes (DDC and UDC), --Creation of catalogue records using RDA and AACR2, --Operating system (Windows, Ubuntu), --Application software (Microsoft office).
- TYPING SKILLS** :-English typing (45 WPM), Kannada typing(Baraha, 35 WPM).
- INTERPERSONAL SKILLS** :-Quick learner, Hardworking, Problem solving, Good communication skill.

## Achievements & Awards

- Secured Second rank in the examination of MLISc held during Sept-2024.
- UGC-NET (Qualified for the Admission to P.hd only) held during June-2025 and Dec-2025.

## Activities

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- Participated in "EMPLOYABILITY SKILLS DEVELOPMENT TRAINING PROGRAMME" Conducted By MAHINDRA PRIDE.
- Participated in the "NATIONAL CONFERENCE " on Exploring the Past, Present and Future of Library and Information Science organised by the Department of Studies in Library & Information Science in collaboration with Prof. Mallinath Kumbhar Felicitation Committee, Manasagangotri, Mysuru.
- Participated in "TYPING SPEED EXAMS" conducted By Commerce Educational Institutes' Association of Karnataka(R).
- Participated in the " National Conference on Academic Publishing, Libraries and Artificial Intelligence (MILAN - APLAI2024)" Organised by Mysore University Information and Library Science Alumini Network (MILAN) & DoS in Library and Information Science in collaboration with Mysore University Library, Mysuru.

## Personal Details

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- Date of Birth : 23/10/2002
- Marital Status : Single
- Nationality : Indian
- Religion : Hindu
- Gender : Female

## Additional Information

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I have successfully completed my Junior and Senior Typewriting Exam with a "Distinctions" marks in both Kannada and English typewriting.

## Reference

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- **Dr. Harinarayana N. S. - University of Mysore**  
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- **Dr. Chandrashekhara M. - University of Mysore**  
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- **Dr. Sridhara R N - MVJ College of Engineering**  
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## Declaration

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- I hereby declare that the information provided is true to the best of my knowledge and belief.



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