

CURRICULUM VITAE



POST APPLIED FOR:		Librarian	
PERSONAL PARTICULARS			
Full Name (Mr.)		DIPANKAR MAL	
Date of Birth (dd / mm / yyyy)		13/02/1981	
Marital Status		Unmarried	
Contact Address		DIPANKAR MAL, Vill+ Po- MUCHISHA , S/O- LATE NARENDRA NATH MAL, PS – NODAKHALI , DIST-SOUTH 24PARGANAS, STATE- WEST BENGAL,PIN 743377	
City	KOLKATA	State	WEST BEGAL
		Pin Code	743377
Primary Contact No.		91 8777460635	
Alternate Contact No.		91 9051470884 whatsapp	
E-mail		maldipankar70@gmail.com	
Nationality		Indian	
LANGUAGE SKILLS:- Bengali, English, Hindi			
Working knowledge :- English,Hindi , Bengali			
CO-CURRICULAR ACTIVITIES		I am 3 rd prize winner in the event of 1500mts run in university sports competition.	
Hobby		PLAYING FOOT BALL, PLAYING VALLEY BALL, ACTING DRAMA, Reading Books, Watching News Channel, Gardening, and Social Work.	
Participationof Seminar/Workshop		Organization	
		i) Capacity Building Programme of National Mission on Libraries for Public Libraries for public Library Personnel.	RRRLF in collaboration with IGNOU, New Delhi (19 th to 23th March 2018)
ii) Certificate of Participation- IASIC-IGNOU Librarians' day on' Library Professional At the crossroads'		IGNOU in association with IASLIC with the support of Rja Rammohun Roy Library Foundation 17Sep2018	

E: EDUCATIONAL QUALIFICATIONS (in chronological order)				
Sr. No.	Qualification	Year of Passing	University / Institute/ Board	% of Marks
1	SSC(10th standard)	1998	WBBSE	52.12 %
2	HSC (12th STANDARD)	2000	WBCHSE	43.1%
3	BA	2003	CU	51%
4	MA	2005	RBU	51.62%

Sr. No.	TECHNICAL/PROFESSIONAL QUALIFICATIONS Qualification(<i>details starting with the highest qualification</i>)	Year of Passing	University / Institute / Board	% of Marks
1	MLIB SC	2017	IGNOU	59.44%
2	BLIB SC	2013	RBU	64.37%
3	CERTIFICATE COURSE IN LIBRARY AND INFORMATION SCIENCE	2009	NCVT(DGET,MINISTRY OF LABOUR & EMPLOYMENT, GOV OF INDIA)	79%
4	ENGLISH LANGUAGE COURSE(Certificate Course)	2008	RAMAKRISHANA MISSION INSTITUTE OF CULTURE, GOL PARK, KOLKATA	75%

COMPUTER SKILLS			
Applications known	LIBRARY MANGEMENT SOFTWARE KNOWN (KOHA, DSPACE, LIBSYS) WORKING KNOWLEDGE- EXCEL, MS OFFICE, Power point		
Computer Courses Completed	Course	University / Institute	year
CERTIFICATE COURSE IN DESK TOP PUBLISHING	CDTP	JIDSY (GOVTOF WEST BENGAL)	2007

Work Experience					
Sr. No.	From (mm / yyyy)	To (mm / yyyy)	Organization, Location	Designation held	Brief description of duties
1	01/06/2010	30/06/2012	NATIONAL LIBRARY, KOLKATA	CATALOGER (Contractual)	<ul style="list-style-type: none"> • RECTROCON PROJECT CATALOGER, • DATA CAPTURING OF MANUAL BOOKS (MARC 21 Format) • STOCK VERIFICATION
2	02/07/2012	05/07/2016	BhairabGanguly college, Kolkata	Library Assistant (Temporary)	<ul style="list-style-type: none"> • Cataloguing in Koha software,Cataloguing of documents, • Classification of documents, Handling of circulation, • Reference service, handling periodicals section, • Digitization,Opac service.
3	22/09/2016	30/11/2020	NATIONAL VERTUAL LIBRARY(Raja Ramohan Roy library foundation, kolkata& Indira Gandhi National Open University, New Delhi- under ministry of culture, Govt of India)	Library Trainee (Contractual)	<ul style="list-style-type: none"> • Metadata creation from (E-Book, Rare Book , Manuscript, News paper clipping, cultural object,audio, video) • Deta Editing for Koha by using Marc Edit • Metadata curation, Deta uploading in(Dspace, Koha),

* I have one moth experience on record maintaining (file, documents) of group companies.

*I have experience as a school librarian.