## **Curriculum Vitae**

Name : Krishan Kumar

**Designation** : SPA

**Department** : Library

**Qualification**: P.G.D.C.A, M.Sc. in Information Technology, B.LIB,

M.LIB



## **Key Responsibilities:**

- ➤ Maintaining bills of newspapers and magazines
- > Assist PA in purchasing of books
- Record of questions papers and syllabus
- Maintain IT related work in Library- library webpage, resolving software related work, managing computer hardware
- ➤ Managing KOHA/DSPACE
- > Other work assigned by the librarian time to time