



**DR. MEGA ARORA**

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**Objectives:** To excel in the area of work by maintaining a learning attitude for work in strategic area and responsibilities using my as well as team's skills for the growth of the organization.

**WORK EXPERIENCE**

**Current Job:**

Name of the Institute	Name of the post	Period (From)	Period (Upto)
Gopal Narayan Singh University, Jamuhar, Sasaram, Rohtas (Bihar)	Assistant Professor & Head, Department of Library and Information Science	25 <sup>th</sup> March, 2022	Till Date

**Previous Job Experience:**

Sl. No	Name of the Institute	Name of the post	Period (From)	Period (Upto)
1.	ShriKallaji Vedic Vishwavidyalaya, Nimbahera (Raj.)	Assistant Librarian	18 <sup>th</sup> Aug., 2020	31 <sup>st</sup> Dec., 2021
2.	Mandsaur University, Mandsaur (M.P.)	Assistant Professor	13 <sup>th</sup> Nov., 2017	17 <sup>th</sup> Aug., 2020
3.	Institute of Advanced Management and Research	Assistant Librarian	15 <sup>th</sup> Jan., 2011	21 <sup>st</sup> Jan., 2013

**JOB PROFILE:**

- Book Acquisition, Accessioning, Classification, Cataloguing, Reference and Documentation. Maintain Membership Record of the student as well as of faculty members.
- Day to day circulation work and maintenance of the record of daily transactions.
- Maintenance of Journals, Magazines and other Reference source & records such as Periodical Register.
- Handled all the Secretarial works pertaining to the purchase of books and subscription of magazines, journals and newspapers.

- Ensure proper storing of all the books, journals, magazines and newspapers purchased and subscribed for the Institute.
- Proper handling of the Book Banks of different streams as Education field such as M.B.A.

## **EDUCATION:**

### **Doctor of Philosophy (Ph.D.)**

<b>Title of the Thesis</b>	<b>Subject</b>	<b>University</b>	<b>Date of Registration</b>	<b>Date of Submission</b>	<b>Date of Notification</b>
Information Services in the National Institute Libraries, Department of Disability Affairs, Ministry of Social Justice and Empowerment, Govt. of India: A Study	Library and Information Science	Babasaheb Bhimrao Ambedkar University, Lucknow	24/03/2013	07/04/2016	22/12/2016

### **Academic Qualification:**

<b>Degree</b>	<b>Year of Passing</b>	<b>Name of the University</b>	<b>Class/Division</b>	<b>Percentage of Marks</b>
10 <sup>th</sup>	2004	CBSE New Delhi	2 <sup>nd</sup> Div.	51.2%
12 <sup>th</sup>	2006	U.P. Board	1 <sup>st</sup> Div.	64.2%
B.A.	2009	C.C.S.Univ.Meerut (U.P.)	1 <sup>st</sup> Div.	65.3%
B. Lis.	2010	MCNUJC Bhopal, (M.P)	1 <sup>st</sup> Div.	81.3%
M. Lis.	2011	UPRTU Allahabad, (U.P)	1 <sup>st</sup> Div.	68.5%
UGC JRF	2015	UGC	Library and Information Science	Percentage

### **Computer Literacy:**

- DOEACC 'O' LEVEL CERTIFICATE
- Working knowledge of MS Office, MS Excel, Power point and Internet.

### **Organised Conference/Workshop**

1. Organizing Secretary in two days National Workshop on Transforming Libraries through LibSys Automation Software organized by Mandsaur University, Mandsaur (M.P.) held on 15-16<sup>th</sup> Feb 2020.
2. Convener in National Workshop on DSpace & Library Automation Through RFID Training & Certification in Mandsaur University, Mandsaur (M.P.) at 17-18, Nov.2018.

## **Chapter in Book**

1. Arora, Mega (2022). Managerial Skills to serve information on an equal basis: Strategic Advantage through innovation. Weser Book. p.49-51 ISBN- 978-3-96492-396-7
2. Verma, S., Verma, R. &Arora, M. (2015). Public Library: A special place for special ones. Trends in Library and Information Science. Narendra publishing house.p.77-82. ISBN978-93-84337-66-7

## **Paper published in International Journal**

1. Yadav, A. &Arora M. (2019). Library services for Divyangjanin The National Institute for the Empowerment of Persons with Intellectual Disabilities. International Information & Library Review. 1-5p. ISSN: print 1057-2317, online1095-9297.
2. Verma, S. &Arora M. (2016). Role of the National Institute for the visually handicapped in the dissemination of information to visually impaired people. Journal of Library Administration. 56. 285-294. ISSN: print 0193-0826, online1540-3564.
3. Verma, S. &Arora, M. (2016). Current Awareness Service and its importance among the user' of the National Institute for the Visually Handicapped: A study. Asian Journal of Multidisciplinary Studies. Vol. 4, Iss. 4, ISSN Online: 2321-8819,ISSN Print: 2348- 7186.
4. Verma, S. &Arora, M. (2015). Visually Impaired user's perception towards library of National Institute for the visually handicapped. E-library science research journal. Vol.3, Iss. 8 ISSN: 2319-8435.

## **Paper published in National Journal**

1. Verma, S., Verma, R. & Arora, M. (2014). Library services for disabled person and problems faced by them in Tata institute of Social Science (TISS) Mumbai. Journal of Library and Information Science, Vol. 1, Iss. IV. ISSN:2347-8993.

## **Paper published in Conferences/Seminar**

- Dixit, P.K. &Arora, M. (2020).A Bibliometric Study of Doctoral theses of Jawaharlal Nehru Agriculture University, Jabalpur: 2013 to 2017. 9<sup>th</sup> International Library Information Professional Summit (I-LIPS). Organized by SOS in Library and Information Science, Jiwaji University, Gwalior. ISBN
- Dixit, P.K. &Arora, M. (2019). International Conference on Rejuvenating Libraries in Modern Society. Organised by Department of Library and Information Science BBAU Lucknow. ISBN:
- Verma, S., Verma, R., &Arora, M. (2016). Knowledge Management: An Overview. National Seminar (NSKMOEPS-2016). ISBN:978-194343897-6.
- Verma, S, Verma, R. &Arora, M. (2015). Multifaceted personality of Dr. S.R. Ranganathan: Special Attributes. National seminar NSRLEDTS-2015 Organized by Department of Library and Information Science, BabasahebBhimraoAmbedkar University. ISBN978-81-925879-8-1
- Verma, S., Verma, R. &Arora, M. (2014). Role and Responsibility of public library in present scenario. Pre-Volume of the National Seminar on Issues and Challenges for development of Public libraries in India (NSICDPLI-2014). Organized by Society for

promotion of library, information science & Yoga, Lucknow. ISBN978-93-806684-8-2.

- Verma, S., Verma, R. & Arora, M. (2014). Digital Library: Basic Approach. National Conference on e-resource Management in Libraries: Challenges and Issues. ISBN 978-93- 5163-321-1.
- Verma, S., & Arora, M. Role of Librarians in Managing Digital Libraries. Information Technology tools and techniques in social science research. ISBN:978-81-8329-677-9

### **Participated in National Conference/Seminar/Workshop**

1. Arora, M. (2020). One Day National Seminar on Intellectual Property Rights (IPR) and Patent Filing. Organised By Mandsaur University. 7<sup>th</sup> Feb 2020.
2. Arora, M (2018). National Training on Application of Information Technology and Use of Library resources in Social Science Research at M.P. Institute of Social Science Research, Ujjain on 17-20, Dec.2018.
3. Arora, M. (2017). National Workshop on Open Source Software koha Training Certification. Organised by Mandsaur University. 27-28, May,2017.
4. Arora, M.(2017). Participated in National Workshop on Plagiarism and Impact of Research Management using Mendeley. Organised by Mandsaur University. Held on 19<sup>th</sup> August 2017
5. Arora, M.(2016). Participated in National seminar on the Legacy of Awadh organized by Maharaja bijlipasi govt. P.G. college, Ashiyana ,Lucknow held on 16-17, March, 2016.
6. Arora, M.(2016). Participated in national seminar on Knowledge management for organized excellence in present scenario organized by Motilalrastogi school of Management, Lucknow held on 6<sup>th</sup> Feb., 2016 at MLRSM, Auditorium Lucknow.
7. Arora, M. (2015). Participated in 3<sup>rd</sup> Lucknow Science congress and national conference on Science for society: An interdisciplinary approach held on 31<sup>st</sup> -2 Nov, 2015 at BBAU, Lucknow.
8. Arora, M.(2015). Participated in National workshop on Research Methodology held on 18-19 sep 2015, at MLRSM Auditorium, Lucknow.
9. Arora, M. (2015). Participated in National seminar on role of the libraries to educate down trodden society in the present day scenario organized by Department of Library and Information Science, BBAU, Lucknow held on 9<sup>th</sup> Aug.2015.
10. Arora, M. (2015). Participated in the national seminar on changing paradigm of libraries in higher education organized by Department of Library and Information Science BabasahebBhimraoAmbedkar University, Lucknow.
11. Arora, M.(2014). Participated in National seminar on issues and challenges for development of public library in India organized by society for promotion of library, Information science and Yoga held on 13 dec. 2014 at MLRSM Auditorium, Lucknow.
12. Arora, M.(2014). Participated in National conference on e-Resource Management in libraries: Issue and challenges organized by central library Era's Lucknow Medical college and hospital held on 19, Oct.2014
13. Arora, M.(2014). Participated in one day seminar on ICT in higher education: Need of the hour organized by information bureau & DLIS BabasahebBhimraoAmbedkar University, Lucknow.

14. Arora, M. (2013). Participated in the Fevicryl Workshop at Ginni Devi Modi Institute of Education Modinagar on 19/07/13 to 24/07/13.
15. Arora, M. (2013). Participated in the National Conference on Libraries: Towards Digital Paradigm” (NCLTDP-2013). Organised by Society for promotion of Libraries U.P. in collaboration with Society for Library professionals, New Delhi and Society for promotion of environment, Education and Development held at Ravindralaa, Nehru Marg, on 24 Feb. 2013.
16. Arora, M. (2012). Participated in SAARC conference on Trends and development in Library & Information Science. Organized by SAARC Documentation Centre & Birla Institute of Management Technology (BIMTECH) on 01-02, Dec., 2012.
17. Arora, M. (2011). Participated in National Conference on Impact of E-Resources in Education organized by RKGIT, Ghaziabad, on 11<sup>th</sup> March, 2011.

#### **Participated in International Conference/Seminar/Workshop**

1. Arora, M. (2014). Participated in International Conference Content to connectivity paradigm shift in knowledge innovation, Information Representation, Information Management systems and Librarianship. Organized by Tectnia SRFLIS India Summit-2014 on 11-12<sup>th</sup> April 2014.

#### **Paper presented in International Conference**

1. Arora, M. (2014). Presented a paper on Cloud Computing in Libraries: A New concept in International conference on Cloud Computing (ICMC-2014). Organized by Department of Computer Science BBAU, Lucknow.

#### **Paper presented in National Conference**

1. Arora, M. (2012). Presented a paper on Cloud computing and Library services in the National Conference on Recent advances in Digital Information Communication Technology- 2012 organised by Lingayas University Faridabad.
2. Arora, M. (2015). Presented a paper on A public Library: A special place for special ones in the 3<sup>rd</sup> Lucknow Science Congress & National Conference on Society for society: An Interdisciplinary Approach. Organized by BBAU, Lucknow.

#### **Training Certificate**

1. Arora, M. Step one Training: The oriflamme products and beauty consultancy by Oriflamme Training Certificate.

#### **Other**

1. Appointed as Ph.D. Eligibility Exam. Supervisor 2021-22 in Shri Kallaji Vedic Vishvavidyalaya, Nimbahera.
2. Appointed as Paper Setter in Mandsaur University for the subject “Knowledge Organization and Processing (Theory)”. Code LIB 030 for the session July-Dec 2019.
3. Appointed as Paper Setter in Mandsaur University for the subject “Information Processing & Retrieval System”. Code LIB110 for the session July-Dec 2019.
4. Appointed as Paper Setter in Mandsaur University for the subject “Research Methods & Statistical Techniques”. Code LIB090 for the session July-Dec 2019.

5. Appointed as paper setter for the subject “Documentation & Information Retrieval” Code LIB060. For the session June 2019
6. Appointed as paper setter for the subject “Information Communication Society” Code LIB140. For the session June 2019
7. Appointed as Paper Setter in Mandsaur University for the Subject “ Information, Institution, products& Services. Code LIB170 for the session June 2019
8. Appointed as paper setter in Mandsaur University for the Subject “Research Methods & Statistical Techniques. Code LIB090 for the session Dec 2018
9. Appointed as Paper Setter in Mandsaur University for the subject “Knowledge Organization and Processing (Theory)”. Code LIB 030 for the session Dec 2018.
10. Appointed as Paper Setter in Mandsaur University for the subject “Knowledge Organization and Processing (Theory)”. Code LIB 030 for the session July-Dec2017.
11. Appointed as Paper Setter in Mandsaur University for the subject “ Information Processing & Retrieval System”. Code LIB110 for the session July-Dec2017.
12. Appointed as Paper Setter in Mandsaur University for the subject “Research Methods & Statistical Techniques”. Code LIB090 for the session July-Dec2017.

**Membership:**

- Indian Academic Researchers Associations Membership No. 133/2020.

**Personal Details:**

Fathers’Name	:	Sanjeev KumarArora
DateofBirth	:	20 Feb1989
MaritalStatus	:	Unmarried
LanguageKnown	:	Hindi &English
PermanentAddress	:	C – 89, Govindpuri Modinagar Ghaziabad(U.P)

Date:

Place:

*Mega*  
(MegaArora)

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