

## CURRICULUM VITAE

### **KUMARI SMITA SINGH**

*Kishori mohan complex.*  
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### CAREER OBJECTIVE

- Optimum utilization of my capability and talent for the growth of the organization and at the same time adapting to new technology & learning new methods for the enhancement of my knowledge and career.

### PROFESSIONAL QUALIFICATION

- Master of Library Science in (2016-2017) securing First Class from the Faculty of Library Science Department. Gaya College, Gaya (Approved by AICTE Govt. of India) under Magadh University. Bodh-Gaya.
- Master of Home Science securing First Class from the Faculty of Home Science Department. Magadh University Bodh-Gaya (Approved by AICTE Govt. of India) under Magadh University. Bodh-Gaya.

### PROJECT UNDERTAKEN

- Advance Training Programme on Managing e-Library Services from "Maulana Mazharul Haque Arabic & Persian University" for a Duration of 16 July, 2016 to 07 August, 2016.

## **EXPERIENCE**

Worked With Anugrah Memorial College Gaya, Library Science Department as a Teacher from September 2018 to till date.

## **COMPUTER LITERACY**

- Six Month Diploma in Computer Application from G.R.Institute Computer Center.

## **EDUCATIONAL QUALIFICATION**

- Passed B. A (Home Sc. Hons.) From Magadh University, Bodh-Gaya securing First Division in the year 2014.
- Passed I.A. From B.I.E.C. Patna in the year 1999.
- Matriculation under B.S.E.B., Patna in the year 1997.

## **PERSONAL TRAITS**

- Result Oriented, Go-getter, Hardworking, Quick Learner, Self Motivated, Enjoy Pressure & Challenges, Able to work in fast paced environment, Highly charged attitude, Command over both written and verbal communication skills.

## **PERSONAL PARTICULARS**

Date of Birth	:-	07th December 1982
Father's Name	:-	Sri Arun Kumar Singh
Matril Status	:-	Married
Language Known	:-	Hindi & Regional Language

Date :

Place :

**(KUMARI SMITA SINGH)**