



VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

RECRUITMENT

Applications are invited from the eligible candidates for the post of
Manager - Planning & Coordination (VMRF Libraries)

Position	<u>Qualification / Responsibilities</u>
Manager – Planning & Coordination (VMRF Libraries)	<p>Expected Qualifications: First class in Master’s degree in Library & Information Science (MLIS), Ph.D in LIS is desirable</p> <p>Experience: 3 years of experience in a leadership position in a reputed University or College</p> <p>Job-Specific Knowledge & Skills: Knowledge and experience of managing Digital library resources. High level of IT skills, good communication skills.</p>
Responsibilities	<ol style="list-style-type: none">1. Assist the Central Resource Team, especially the Advisor, in reviewing and monitoring the progress on, a vision, strategies and, plans for the development of library services at Vinayaka Mission’s Research Foundation in general and its constituent institutions.2. Coordinate with Librarians of constituent colleges in collection of data on resources and their utilization, information requirements of the faculty and students collected through online surveys, feedbacks, personal meetings and other means.3. Assist CRT in moderating and balancing such needs and work with the Central Resource Team, Heads of the constituent institutions, to implement the agreed strategies, and execute the specified plans.4. To propose and execute, with the consent of management of VMRF and constituent institutions, a framework of integration of library resources and services through technological initiatives and continuous interaction among library professionals, users and administrators of constituent institutions.5. To coordinate with the service providers for effective management of VMRF Digital Library, and generate relevant usage data for the benefit of the management of VMRFDU and constituent colleges.6. To assist Central Resource Team and University administration in monitoring development of VMRF Libraries by consolidating, and preparing reports from various VMRF Libraries for VMRFDU Libraries Board.7. Act as University Coordinator Various INFLIBNET Services

Apply with complete bio-data to the following address (or) by E-mail.

On or Before 31.07.2024

The Registrar,
Vinayaka Mission’s Research Foundation
(Deemed to be University),
Sankari Main Road (NH-47), Ariyanoor,
Salem – 636 308. Tamilnadu. Ph: 04272529700

www.vinayakamission.com
E- mail: registrar@vmu.edu.in & hr@vmu.edu.in