SAMRA SALEEM

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PROFESSIONAL SUMMARY

Library and Information Science graduate who has independently configured and deployed four production library systems (DSpace, Koha, SLiMS) end to end – metadata schema, cataloging, circulation, and public discovery. Comfortable moving between institutional repository work and traditional ILS administration. Seeking an academic or institutional library role in digital resource management or systems librarianship.

EDUCATION

Bachelor of Library and Information Science, University of Okara 2022 – 2026
GPA: 3.13 / 4.00
Relevant Coursework: Library Automation, Cataloging and Classification, Reference Services, Library Management, Information Retrieval Systems, Digital Libraries, Knowledge Organization, Collection Development

CORE COMPETENCIES

DSpace, Koha ILS, SLiMS (Senayan), Dublin Core, MARC 21, AACR2, Dewey Decimal Classification, OPAC Administration, Apache Solr, Circulation & Serials Management, Reference Services, Collection Development

EXPERIENCE

Library Coordinator November 2026 – Present
University of Okara *Okara, Pakistan*
Coordinate day-to-day library operations, including circulation, cataloging, user services, collection organization, and library records.

Library Intern June 2026 – August 2026
NUST Central Library *Islamabad, Pakistan*
Worked across acquisition, administration, record management, reference desk, classification, cataloging, spine labeling, accessioning, automation, shelving, and RFID-based circulation. Supported serial publications, theses, digital resources, OPAC, DSpace repository services, and archival conservation and preservation.

Library Intern February 2026 – June 2026
University of Okara Library *Okara, Pakistan*
Cataloged new acquisitions, managed daily circulation, provided reference services, and organized physical and digital collections.

PROJECTS

Institutional Repository – DSpace 9.3 System Demo Video
Deployed a digital archive to preserve and manage academic research with a Dublin Core metadata catalog. Structured dedicated communities for research articles and dissertations, with Apache Solr powering public discovery.

Book Paradise – Koha Integrated Library System Demo Video
Configured a complete library management system with a MARC-based bibliographic catalog, patron management across three membership categories, circulation rules with fine management, and a public OPAC displaying book cover images.

Book Paradise – SLiMS Library Information System Demo Video | Live System
Built a fully operational library system with master file configuration, bibliographic records, member types with loan rules, circulation, stock taking, and serial control for journal subscriptions. Deployed live with public access.

ACHIEVEMENTS & PROFESSIONAL DEVELOPMENT

Certificate of Participation, Research Ethics & Responsible Conduct (PASTIC, January 2026)
Certificate of Participation, Literacy through Multilingualism and the Advantages of AI (Pakistan Librarians Society, April 2026)
Certificate of Completion, DigiLead: Future Creators' Summer Camp (Lincoln Corner NUST – U.S. Embassy Islamabad, July 2026)