

MUHAMMAD UMAR FAROOQ

Librarian
University of Agriculture Faisalabad
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EXPERIENCE: Regular

Librarian March 2016-to date	University of Agriculture Faisalabad	Faisalabad
Chief Librarian October 2014-March 2016	The University of Faisalabad (TUF)	Faisalabad
IRC Reference Librarian August 1999–April 2014	Information Resource Center (IRC) Embassy of United States of America	Islamabad
IRC Assistant March–July 1999	Information Resource Center (IRC) Embassy of United States of America	Islamabad
IRC Intern April 1998–March 1999	Information Resource Center (IRC) Embassy of United States of America	Islamabad

EXPERIENCE: Part-time

Manager English Access Scholarship Program	University of Agriculture	Faisalabad
Tutor Library and Information Sciences	Allama Iqbal Open University	Islamabad

EDUCATION

M.Phil. in Library and Information Sciences 2011-2013	University of Sargodha	CGPA 3.39 1 st Division
Master in Library and Information Sciences 1995-1997	The Islamia University of Bahawalpur	926/1300 1 st Division
B.Sc. (Math A, Math B and Physics) 1992-1994	University of Azad Jammu and Kashmir	435/900 2 nd Division
F.Sc. (Pre-Engineering) 1990-1992	Board of Intermediate and Secondary Education, Mirpur, Azad Kashmir	703/1100 1 st Division

RESPONSIBILITIES

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|---------------------------------------|------------------------------------|
| 1. Project Management | 5. Collection Development |
| 2. Team Capacity Building | 6. Electronic Resources Management |
| 3. Event Management | 7. Report and Proposal Writing |
| 4. Information and Knowledge Services | 8. Information Literacy |

SKILLS

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| 1. Teaching and Counseling | 5. Customer Services |
| 2. Public Speaking | 6. Emotional Intelligence |
| 3. Critical Thinking | 7. Communication and Professionalism |
| 4. Problem Solving | 8. Teamwork |

TRAININGS: International

1. Information Resource Center and Public Diplomacy II

U.S. Department of State. Washington DC, Chicago and Kansas, USA, July 4-18, 2009

2. LexisNexis Database

LexisNexis Inc. Washington DC, USA, July 3, 2009

3. Factiva Database

U.S. Department of State. Washington DC, USA, July 2, 2009

4. Running a Model American Corner

U.S. Department of State. Ahmedabad, India, March 31-April 3, 2009

5. Running a Model American Corner

The American Center. New Delhi, India, March 27-31, 2006

6. Information Resource Center and Public Diplomacy I

U.S. Department of State. Washington DC, Atlanta and Madison, USA, May 25-June 20, 2002

7. Working Effectively with the Press

Embassy of the United States of America. Bangkok, Thailand, August 21-25, 2000

8. Communicating with Key Audiences

Regional Program Office. Vienna, Austria, March 20-24, 2000

PUBLICATIONS

1. "Current and required competencies of university librarians in Pakistan." *Library Management* 37, no 9, (2016): 410-25.
2. "Earthquake and the Libraries of Azad Jammu and Kashmir." *Pakistan Library and Information Science Journal* 37, no. 1 (March 2006): 28-30.
3. With Yaqub Ali. "Internet as a Tool for Library Operations, Services and Management." *Pakistan Library and Information Science Journal* 36, no. 2 (June 2005): 14-24.
4. "Connecting Theory and Practice in LIS: training model of the Information Resource Centers." *Special Libraries Association Minnesota Chapter Homepage*. Accessed on March 9, 2007.
5. With Muhammad Yaqub Chaudhary. "The Application of Leadership and Management Principles in Libraries: a case study of the Central Library and Kashmir Information Resource Center (KIRC), The University of Azad Jammu & Kashmir." *Science and Technology Libraries* 23, no. 2/3 (2004): 25-33.
6. "Application of Information Technology in the Libraries (Urdu)." *Daily Pakistan*, 6 January 2004.
7. With Nikki Enright. "Connecting in the Uncertain Environment." *Information Outlook* 10 (October 2002): 1-7.
8. "Role of Librarian in Web Journalism." *IT News* (July 5, 2001.)
9. "Library Application Software in Pakistan." *INFORMAG*, no. 1 (November 1996- April 1997): 30-40.

RESEARCH

9. (2015.) *Competencies of Library Professionals in Public Universities of Islamabad and Rawalpindi* (M.Phil. Thesis.) University of Sargodha, Sargodha, Pakistan.
10. (1997.) *Analysis, Evaluation, and Future of Library Automation and Management Program (LAMP) in Pakistan* (Master's Thesis.) The Islamia University of Bahawalpur, Bahawalpur, Pakistan.

APPRECIATIONS

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| 1. Exceptional "English Access Program" Management at UAF
By Consul General Elizabeth Kennedy Trudeau, Lahore, April 26, 2018 | Letter of Appreciation |
| 2. Excellent Services at the Information Resource Center
By Information Resource Officer Andrew Posner, Islamabad, May 1, 2014 | Recommendation Letter |
| 3. Presentation on "Competencies for Information Professionals"
By Mohammad Ali Jinnah University, Islamabad, March 16, 2013 | Certificate |
| 4. Superior Information and Research Services
By Ambassador Cameron Munter, Islamabad, November 2011 | Franklin Award |
| 5. Service with the U.S. Government
By Ambassador Anne W. Patterson, Islamabad, February 2010 | Appreciation Certificate |

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| 6. Presentation on “Web 2.0 in Libraries: Theory and Practice”
By Special Libraries Association (SLA) Asian Chapter, Islamabad, August 21, 2009 | Certificate |
| 7. Conference on “Role of Libraries in Creating a Knowledge Society”
Pakistan Library Association. Islamabad, May 11-12, 2009 | Certificate |
| 8. Assistance to Observer Teams in 2008 General Elections in Pakistan
By Ambassador Anne W. Patterson, Islamabad, February 2008 | Appreciation Certificate |
| 9. Organizing an Orientation on “Strategic Time Management”
By Timelenders Inc., Islamabad, June 22, 2007 | Letter of Appreciation |
| 10. Training for Information Professionals
By International Islamic University, Islamabad, March 17-18, 2007 | Certificate |
| 11. Excellent Presentation on “International Relations on Internet”
By International Islamic University, Islamabad, April 22, 2004 | Letter of Appreciation |
| 12. Training to Recipients of American Discovery Center Project
By Deputy Chief of Mission William Monroe, Islamabad, July 31, 2003 | Extra Mile Award |
| 13. Superb Performance during Visit of Vice President Cheney to Oman
By Information Resources Officer Henry Mendelsohn, Islamabad, March 21, 2002 | Letter of Commendation |
| 14. Superb Performance during Visit of Vice President Cheney to Oman
By White House Press Advance Lead Jo-Anne Prokopowicz, Washington D.C., March 20, 2002 | E-mail of Appreciation |