

Name: Ihekwoaba, Emmanuel Chukwudi

(formerly; Ezeji, Emmanuel Chukwudi)

Date of birth and place: 14th September, 1974, in Imo state, Nigeria.

Nationality: Nigeria

Marital status: Married

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Ihekwoaba Emmanuel Chukwudi (Biography)

Work Experience Timeline

Assistant Librarian; 2004 – 2008

Librarian II – 2008

Librarian I – 2009 till date

Current Job Description and Responsibilities

Emmanuel is a Certified Librarian and the head of Section, Special Information Technology Project Unit, Nnamdi Azikiwe Library, University of Nigeria. His job description is as follows;

1. General management of the e-library services of the Special Information Technology Project Unit in Nnamdi Azikiwe Library University of Nigeria, with installed capacity of 1,380 Laptops running on Windows 7, 8, 8.1 and 10 Operating Systems, One giant Printer, Photocopier, 2 Servers and 2 Inverters, etc.
2. Training and retraining of Library Staff working with Library IT related Software such as Koha and Dspace.
3. Facilitation of the application of Library management software and institutional repository software such as Koha and Dspace respectively.
4. Training of Students on Industrial attachment in the Section.
5. Supervision of Staff in Special IT Project Unit
6. Training and guide of users on the navigation of various e-portals in the e-library
7. Regulation of the use of the e-library
8. Acquisition of Books, Journal Article titles, Undergraduate Students Projects, Post Graduate Students Thesis and Dissertations, Reports, Application Software, Maps, Guides on CDs, and DVDs.
9. Checking to ensure that the acquired resources are functional/not defective
10. Accessioning the Books, Journal Article titles, Undergraduate Students Projects, Post Graduate Students Thesis and Dissertations, Reports, Application Software, Maps, Guides on CDs, and DVDs.
11. Registering the resources
12. Cataloguing the Books, Journal Article titles, Undergraduate Students Projects, Post Graduate Students Thesis and Dissertations, Reports, Application Software, Maps, Guides on CDs, and DVDs.
13. Creating access; searchable access points for the resources such as, Book catalogue, card catalogue and OPAC

14. Selective dissemination of information creation of awareness through social media such as Facebook, Titter, LinkedIn and round the clock Reference services through WhatsApp and other interactive Applications as may evolve from time to time.
15. Teaching of 'Advanced Cataloguing' Course to Post graduate Students in Library Science Department, University of Nigeria, Nsukka.
16. Teaching of 'Use of the Library and study skills' Course to Undergraduate Students of University of Nigeria, Nsukka.

Administrative Experience

1. Head of Section, Special Information Technology Project Unit, Nnamdi Azikiwe Library, University of Nigeria, Nsukka. April, 2014 till date
2. Assistant Chief Cataloguer, Cataloguing Section, Nnamdi, Azikiwe Library, University of Nigeria, Nsukka. June, 2013 to March, 2014.
3. Assistant Serials Librarian, Serials section, Nnamdi, Azikiwe Library, University of Nigeria, Nsukka 2007 to 2008.
4. Served as a member of the Accommodation/Transport Committee for the second professional summit on Information Science and Technology (PSIST) 3rd-7th May, 2010
5. Served as a member of Task force on data recovery in the ICT/Innovation centre of University of Nigeria.
6. Served as a Supervisor of a Task force Team for the population of University of Nigeria Library OPAC.
7. Served as Secretary to Library committee on the establishment of a library based departmental journal October, 2015 till date
8. Served as Secretary to Library Committee on Impact factor (IF) systems in university of Nigeria October, 2014 to 29th September, 2014

Major Academic Accomplishments

PhD [Doctor of philosophy in library & information science] - in view
MLS [Masters in library & information science] – June, 2008
B.sc(ed) [Bachelor of science in education] – 1999

Professional Membership

Member; Nigeria Library Association (NLA)
Member, Librarians registration council of Nigeria (LRCN)