

**University of Nigeria, Nsukka.
Nnamdi Azikiwe Library.
Cataloguing Section.**

**OKWOR ROSELINE NGOZI
(Staff Profile)**

NAME: OKWOR ROSELINE NGOZI

DATE OF BIRTH AND PLACE: 25th, 1973, IN OHOM-ORBA, NIGERIA.

NATIONALITY: NIGERIA

MARITAL STATUS: MARRIED

EMAIL ADDRESS: roseline.okwor@unn.edu.ng

MOBILE NUMBER: +2348066398429

OKWOR ROSELINE NGOZI

Roseline was born in Ohom-Orba, Udenu Local Government Area of Enugu state on 25th July, 1973. She bagged a Bachelor of Science Degree (Bsc.) and a Master's degree in Library and Information Science all from University of Nigeria, Nsukka. She has a keen interest in ICT application in Cataloguing of Library resources. Roseline has a rich store of skills in Cataloguing and Classification. She has published many articles in reputable Journal of both international and local articles. Her research work in progress are many, example; Strategies for enhancing acquisition and utilization government publication in Nigerian University Libraries, Digitization of information related to rural farmers: Nigerian experience, The effect of female circumcision in sexual relationship and child delivery in Nigerian women. She have teaching experience since she started teaching GS111 (Use of Library) She also have experience of teaching at the secondary and primary school level. Her area of concentration in research is cataloguing and classification and also traditional ethics. Her professional membership is Nigerian library Association (NLA), Academic Staff Union of University. She has been a chartered librarian since 2011. Since the year 2011 she have been engaged with consultancy services from one school library to the other. The mission of being there is to help them organize their libraries

Work experience

- Cataloging and Classification (Conventional and Online). Cataloguing and classification is my major work in Nnamdi Azikiwe Library. A lot of cataloguing tools are used in doing such work and they are all at my fingertips.
- Translation of foreign book titles into English language using Google translate and likewise catalogue them.
- Training of IT student both undergraduates and post graduates.
- Provision of consultancy services to the Department of Zoology, University of Nigeria, Nsukka.
- Worked in the Newspaper Section librarian for more than four years.

Current job Description and responsibilities

My job description includes;

- ✓ Classification of Library of Material using the Library of Congress Classification Scheme
- ✓ Data Entry of Cataloged Materials
- ✓ Supervision of Shelves
- ✓ Training of IT Students
- ✓ Cataloging of Books both Online and Manually
- ✓ Using LC and OCLC to catalogue Library Materials
- ✓ Provision of Consulting Services to the Department of Zoology

Involvement in ICT Related Job Responsibilities

I am involved in training of junior staff and IT students on how to do online cataloguing using OCLC and LC. I am also involved in uploading of information material for the Nnamdi Azikiwe Library, University of Nigeria Nsukka and the compilation and uploading of institutional repository of my home institution. In doing the work of consultancy services to the Department of Zoology in University of Nigeria, Nsukka, I download relevant information resources and send to Staff e-mails.

Knowledge of ICT technologies and programs

I am conversant with the use of Microsoft word, Microsoft excel, downloading of html and pdf document from the net and send them through my own mail to other people's E-mail address. Typing office work or even private work in computer is not a problem to me. Most of my presentation is done using PowerPoint. I can also use Youtube in playing and downloading movies and other audio visual materials.

ICT Related Training

- Attended my home Institution's Staff ICT Capacity building programme
- MTN ICT training.

ADMINISTRATIVE EXPERIENCE

- ❖ Assistant Chief Cataloguer, Nnamdi Azikiwe Library, University of Nigeria, Nsukka-2014 till Date
- ❖ Head of Newspaper Section-2006-2010

MAJOR ACADEMIC ACCOMPLISHMENTS

MLS [MASTERS IN LIBRARY & INFORMATION SCIENCE] – June, 2006

B.sc [BACHELOR OF SCIENCE IN LIBRARY & INFORMATION SCIENCE] – 1998

PROFESSIONAL MEMBERSHIP

Member; Nigeria Library Association (NLA)

Member, Librarians registration council of Nigeria (LRCN)