



C.V. Raman Global University Bhubaneswar - 752 054 (Odisha)

<https://cgu-odisha.ac.in/>

Mail us at: recruitment@cgu-odisha.ac.in; Contact: +91 9040930328

Job Description for Chief Librarian

Who We Are

C.V. Raman Global University (CGU), Odisha started in 1997 as a degree-level engineering college, named as C.V. Raman College of Engineering (CVRCE). With 25 Centres of Excellence set up in collaboration with industry leaders across the board, the university today has over 20 start-ups working under its AIC & TBI incubation centre.

Our Accreditations:

- Within top 100 Engineering Institutions in India by NIRF (National Institute Ranking Framework), MHRD, and Govt. of India during 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023 & 2025.
- Recognized as S.I.R.O (Scientific and Industrial Research Organization) by D.S.I.R., Government of India.
- CGU awarded "Skill Champion" by Govt. of Odisha in 2023
- CGU awarded Higher Education Excellence award by FICCI in 2022
- As per Times Engineering Survey (2022), CGU secured a notable position among the top engineering colleges in the country, ranking 35th among the top privately run engineering institutes nationwide and 4th in the eastern region.
- The University was recognized as a "PERFORMER" in the "University & Deemed to be University (Private/Self-Financed) (Technical)" category in the Atal Ranking of Institutions on Innovation Achievement (ARIIA) 2021, a flagship program of the Ministry of Education, Government of India.

Notable Awards and Honours:

- In the field of research, the University received grants over 5 crores in 2022.
- Ms. Manisha Padhi, alumni of CGU have been appointed as the ADC to The Hon'ble Governor of Mizoram in 2023 and became the first ever female to hold the position.
- Ms. Swagatika Mohanty, Civil Engineering (2013-17), has bagged the 15th rank in Odisha Civil Services Exam in 2023 and is now a functional, respectable, responsible OAS.
- Safia Aktar, Anshu Kumari, and Radhika Rani Panda won the 1st prize at "10-Hour Women Hackathon" organised by Trithon Triplets 2k23.
- Abhishek Kumar, B.Tech (ECE) awarded the Visweswaraya Prativa Puraskar at Odisha Technological Conclave, 2023.
- Mr. Praveen Giri won the Silver Medal in the area of Water Technology at World Skills, Stuttgart, Germany, 2022.
- Mr. Subrat Patel won Medallion of Excellence in the area of Restaurant Services at World Skills, Stuttgart, Germany, 2022.
- 9 students represented India in World skills 2022 in 7 various Skills.
- CGU won Smart India Hackathon (SIH) 2022 in Software Edition.

What We Offer



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- Undergraduate Courses: 28
- Postgraduate Courses: 33
- PhD Programs: 15

Where You Come In

is seeking a visionary and strategic Chief Librarian to provide leadership and direction for all aspects of our library services. The Chief Librarian will be responsible for developing and implementing a dynamic and user-centered library strategy that aligns with the institution's overall goals and supports its teaching, learning, and research activities. This role requires a highly collaborative, innovative, and service-oriented individual with a deep understanding of contemporary library trends, information technologies, and scholarly communication. The Chief Librarian will manage library staff, resources, budget, and facilities, ensuring the provision of high-quality services and resources to our diverse community of students, faculty, and staff.

Duties & Responsibilities

1.Strategic Leadership & Planning:

- Lead the development and implementation of library policies, procedures, and services that promote access, equity, and inclusivity.
- Collaborate with academic departments, administrative units, and student organizations to integrate library services into the broader institutional framework.
- Regularly assess the effectiveness of library services and resources, using data-driven insights to inform continuous improvement.

2.Collections Development & Management:

- Oversee the development, acquisition, organization, and preservation of a diverse and relevant collection of print, electronic, and digital resources.
- Manage the library's budget for collections, ensuring responsible and strategic allocation of funds.
- Evaluate and implement innovative approaches to resource sharing and interlibrary loan.
- Ensure compliance with copyright laws and licensing agreements.

3.User Services & Engagement:

- Foster a user-centered approach to library services, ensuring the provision of excellent reference, research support, and information literacy instruction.
- Lead the development and delivery of innovative library programs, workshops, and outreach initiatives to engage the campus community.
- Oversee the management of circulation, interlibrary loan, and other access services.
- Address user feedback and resolve issues in a timely and effective manner.

4.Staff Management & Development:

- Supervise, mentor, and evaluate library staff, fostering a collaborative and supportive work environment.



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- Promote professional development opportunities for library staff to enhance their skills and knowledge.
- Encourage teamwork, communication, and a commitment to excellence in service.

5. Budget & Resource Management:

- Develop and manage the library's annual budget, ensuring fiscal responsibility and alignment with strategic priorities.
- Monitor expenditures, analyze budget variances, and prepare financial reports.

6. Collaboration & Outreach:

- Represent the library on institutional committees and task forces.
- Build and maintain strong relationships with faculty, students, staff, and external stakeholders.
- Promote the library's resources and services to the wider community, where appropriate.

Who Are We Looking For

- Master's degree in Library Science/Information Science/ Documentation Science or an Equivalent Professional Degree with at least First Class or equivalent and a consistently good academic record with knowledge of computerization of library.
- Ph.D. Degree in a relevant discipline
- Qualifying in the National Level Test conducted for the purpose by UGC or other equivalent test as approved by the UGC.
- At least **10 years** or more of relevant experience in Libraries, with demonstrated leadership and management responsibilities.

What We Expect from You as the Chief Librarian

Strategically manage resources, and drive innovation to make our library the vibrant heart of learning and research.

For more details, visit us at <https://cgu-odisha.ac.in/>.



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Want to be a part of Our Organization?

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