

# Curriculum Vitae

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*Ahmed karem Ahmed Merdash , PhD*

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**Current address:**

Helwan, Cairo, Egypt

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## Education

✓ **Doctor of Library & Information Science, PhD 2020**

**Thesis Title:** Legal Information Institutes on the internet as a tool for free access to information: a field study.

Helwan University, Faculty of Arts, Libraries & Information Department

Cairo, Egypt.

**Grade:** Excellence with honors & recommendation for print in Egyptian University

✓ **Master's in library & Information Science, 2014**

**Thesis Title:** Legislation and court Judgement Data Bases In Egypt: A Survey Study

**Grade:** Excellent with recommendation for print in Egyptian University

Helwan University, Faculty of Arts, Libraries & Information Department

Cairo, Egypt.

✓ **Presidential Leadership Program (PLP) batch 4 2022 at National Training Academy**

✓ **Preliminary Master Year, Premaster in Library & Information Science, Class 2009**

**Grade:** Excellent.

Helwan University, Faculty of Arts, Libraries & Information Department

Cairo, Egypt.

✓ **Bachelor of Library & Information Science, BA, 2008**

**Grade** Very good

Helwan University, Faculty of Arts, Libraries & Information Department

Cairo, Egypt.

## Current Employment

• **University lecture at Information Science Department – Helwan University.**

- ✓ Dates Employed Jun 2009 – Present
- ✓ Best teaching assistant member faculty of arts 2019 awarded by DR. Majed nejm president of Helwan University.

**Main Responsibilities include:**

- 1- Teaching curriculum To Under gradute student Related to information retrieval system, full- text & Abstracting database and Integrated Library System
- 2- Responsible for website of Quality Assurance Unit – Faculty of Arts.
- 3- Responsible for website of Library and information science Department
- 4- Coordinator of strategic plan unite

5- Coordinator of Quality Assurance Unit – Faculty of Arts

- **Head of Research support center in Helwan university**

- ✓ Dates Employed Jun 2023 – 2025

- **Consultant at New capital library (city of arts & culture)**

- ✓ Dates Employed Aug 2020 – present

- ✓ Head of research & development unit in library

- **Consultant at Egyptian Competition Authority Library (ECA).**

- ✓ Dates Employed Mar 2019 – Sep 2020

**Main Responsibilities include:**

- 1-Install a new library system by library staff (KOHA).
- 2- KPI for library staff.
- 3-Launch library Legislative Newsletter service.
- 4-Launch library Competition & Economics Newsletter service.
- 5- Create, coordinates, and manages the library budget and Scientific resources.
- 6-Responsible for maintaining the library policies and standards of best practices relating to the library
- 7-Create and managing the E-sources for Technical Team.
- 8-Establishes operational policies and procedures
- 9- Preparation of annual reports about library staff performance appraisal and the preparation of the annual report of the activities of the library.
- 10-Organizing training sessions for technical Staff to raise their level of searching Skills.
- 11-Technical supervision and support of the library system.
- 12- Preparing and present the Information literacy sessions for Technical Staff.
- 13- Responsible for managing and providing electronic information services to technical Team

- Consultant at Supreme Council of Universities – Digital Libraries Unit.**

- ✓ Dates Employed Apr 2014 – Mar 2019

**Main Responsibilities include:**

- Trainer of EULC Portal Databases.
- Prepare Scientific Similarity Report Examination (Plagiarism) In Egyptian Universities by Ithenticate Program
- Prepare Impact Factor reports for Indexed Scientific Journal in International Bibliographic Databases (Scopus and Web of science)
- Training faculty staff across Egypt at the Ithenticate Programme to prepare Similarity Report Examination
- Prepared analytics reports about key performance indicators (KPIs).

## Computer Skills

Proficient or familiar with a vast array of programming languages, concepts, and Computer technologies, including:

System Analysis “Flowcharts”  
information retrieval system  
Problem Solving Skills

full- text & Abstracting database  
WINDOWS & Office  
Researching & Teaching Skills

Library Automation Systems User  
Integrated Library System  
anti-plagiarism software Tools

Open Source Software

## Professional Skills and Knowledge Area

Proficient or familiar with a vast array of library technologies & concepts:

- Demonstrations, Training & Teaching
- digital library solutions
- MARC Cataloguing
- System Analysis
- Manual Cataloguing Using (AACR2)
- Using Classification Schemes (Dewey – LC )
- Indexing For Articles and Books
- Hardware & Software Installation
- Problem Solving and Troubleshooting
- Teaching Computer Skills and Library Automation Systems

## Languages

- Native speaker of Arabic
- English

## Personal skills

- Ability to learn quickly and develop knowledge of the required product(s).
- Self motivated with investigating, testing, troubleshooting, and evaluation and analysis skills.
- Ability to work as part/ leader for a team.
- Ability to work under pressure for long hours.

## Areas of Interests

- Meta search engine.
- Integrated Library systems/ Library Automation
- Search engines
- Digital content management system
- Databases Management “DBMS”
- Digital Archiving
- Information Technology
- Information Science