



PAMELA PAGALAN, RL

Profile

A graduate of Bachelor of Library and Information Science having 4 years of experience in St. Peter's College of Ormoc as a Librarian.

Contact

St. Scholastica's Plains, Dayhagan Ormoc City, 6541
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Philippines
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References

MS. ROSALINDA OREO: LEYTE NORMAL UNIVERSITY CHIEF
LIBRARIAN
CONTACT NO: 09075722065
rosalinda.oreo@yahoo.com

MS. HYDELYN NAVARRA-CINCO: DEPED PALO LIBRARIAN II
CONTACT NO: +639952404640
hydelyn.cinco@deped.gov.ph

MS. AMABELLE DIONALDO : NGCP-HO CORPORATE
RECORDS SPECIALIST
CONTACT NO: 09398733307
amabelledionaldo0407@gmail.com

Education

GRADUATE STUDIES

Cebu Normal University ,Osmeña Boulevard, Cebu City
2017-2021

UNDERGRADUATE STUDIES

Leyte Normal University, Tacloban City
Bachelor of Library and Information Science - 2012-2016

Awards

2016 Leyte Normal University
Latin Award
Certificate of Completion for On-The-Job
Training

2012 St. Peter`s College Ormoc
With high honors

Work Experience:

HEAD LIBRARIAN

St. Peter`s College of Ormoc, Leyte : 2016 - Present

To provide the leadership and expertise necessary to ensure that the school library program is aligned with the mission, goals, and objectives of the school and is an integral component of the learning/instructional program

- Selecting, acquiring, cataloguing, classifying, circulating, and maintaining library materials; furnishing reference, bibliographical, and readers' advisory services.
- Play an active role in school's advancement and accreditation activities with a view of fulfilling the mission statement of the school.
- Create an environment that is targeted towards active and participatory learning and collaboration with teaching staff to meet the school's overall goal
- Protect and keep the library's information, books, and other materials.
- Keep and file historical records and documents relating to the existence of the library.
- Supervise and guide library staff
- Oversee the three libraries (Elementary, High School and College library)

Skills:

- Reference Services
- Cataloging, Organizing, and Interpersonal Communication.
- Library Management
- Information Management
- Administrative Management
- Strategic Planning
- Library budgeting
- Library Acquisition

Training and Professional Development:

- Online PLAI Congress 2020
- "Improving Library Services Using Google Collaborative Tools"
- Gender Sensitivity and Awareness for Librarians"
- Do you want to Build an Archives? An Introduction to Core Archival Functions"
- 2020 Freedom of Information (FOI) Webinar for Librarians"
- Library Preparedness and Demands of Services during Pandemic"
- The Road Ahead: Challenges and Responses of Libraries in the New Normal"
- Librarians Take Off in the New Normal"
- Prepared, Not Scared: Libraries Amidst COVID-19 Pandemic"
- Responding to the new normal environment: Keeping your staff, patrons, & facilities safe