

Peter Tuan Nguyen

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Professional Experience

Allen County Public Library Genealogy Center, Fort Wayne, IN
Genealogy Center Intern, then Volunteer Cataloger. August 2010 – Present.

- Experience using SirsiDynix Workflows and OCLC Connexion Client, as well as MARC21, AACR2, LCSH, and DDC
- Description and subject analysis, including foreign language and manuscript materials, both monograph and serial formats
- Retrospective analysis of materials from current collection, updating MARC and enhancing descriptive notes

Indiana State Library, Indianapolis, IN
Evergreen Indiana Volunteer Cataloger. March – July 2010.

- Evergreen Staff Client to merge and/or edit imported bibliographic records from local public libraries
- Extensive communication via email with local libraries to resolve bibliographic record inconsistencies

Education

Master of Library Science, Indiana University-Purdue University Indianapolis, Indianapolis, IN. December 2010.

- Member of the Indiana Librarians Leading in Diversity Fellowship
- Coursework in cataloging, which included a project using CONTENTdm, and web development

Bachelor of Arts, Ball State University, Muncie, IN
Major in French, with a Minor in Mathematical Sciences. May 2008.

- Graduated Cum Laude
- Recipient of the Ball State University Presidential Scholarship
- Member of the Asian American Student Association and the French Club

International Student Exchange Program, Université Charles-de-Gaulle – Lille 3, Villeneuve-d'Ascq, Nord-Pas-de-Calais, France. September – December 2006.

Work History

Parrot Press, Inc., Fort Wayne, IN
General Bindery Worker. June 2005 – August 2009.

- Quality control
- Assisted machine operators to ensure ease of workflow
- Packaging and arranged boxes onto palettes for shipping

Learning Center, Ball State University, Muncie, IN
Peer Tutor for French. August 2007 – April 2008.

- Logged session activities
- Provided information on university resources
- Encouraged learning through multiple approaches