

## **Eman Ebrahim Abdulqader, MLS**

Information Management and Research Support Expert

+973 37299269 | eman-q@live.com

### **Professional Profile**

Information and research-support professional with over fourteen years of experience across academic, research, government and specialized information and research establishments in Bahrain and the United States. Holds a Master of Library and Information Science from Indiana University, USA, with extensive experience in research support, information services, electronic resources, knowledge management, library operations, staff training, information organization, reporting and stakeholder engagement.

Experienced in supporting researchers, faculty, students, professionals, and institutional users in identifying, accessing, evaluating and effectively using information resources. Has a strong background in research-based library environments, including the Bahrain Centre for Strategic, International and Energy Studies (Derasat), where responsibilities include research and reference services, development of specialized collections, analytical reporting, staff training, professional liaison and support for research-related activities.

Currently working in an academic library, supporting students and faculty members with databases and electronic information resources while contributing to initiatives and professional collaboration.

Combines strong information management expertise with Arabic and English communication, training and presentation skills, analytical reporting and research support.

### **Professional Experience**

#### **The Arabian Gulf University – Kingdom of Bahrain**

##### **Library and Information Specialist**

**April 2026 – Present**

Provide information and research support services to students, faculty members and staff.

#### **Key responsibilities and contributions:**

- Support students and faculty in identifying and accessing electronic information resources and research databases.
- Provide reference and information services tailored to the needs of academic users.

- Perform cataloguing and classification of information resources in accordance with established standards and procedures.
- Support day-to-day library operations and contribute to effective delivery of user-centered library services.
- Participate in a university- and Gulf-level committee, contributing to coordination and development of relevant initiatives.
- Collaborate with colleagues and stakeholders to support the effective delivery and continuous improvement of library services.
- Assist users in navigating information resources and selecting appropriate sources to support their academic and research needs.

**Bahrain Center for Strategic, International and Energy Studies (Derasat) – Kingdom of Bahrain**

**Library and Archive Specialist**

**September 2018 – March 2026**

Managed and supported library services within a research-focused institutional environment, providing information and research services to researchers, professionals, and visitors.

**Key responsibilities and contributions:**

- Oversaw the daily operation and administration of library services in support of the Derasat's research activities.
- Managed and organized print and digital information resources and supported effective access to specialized research collections.
- Developed and maintained research-oriented collections aligned with Derasat's areas of study and institutional needs.
- Provided research and reference services to researchers and visitors.
- Prepared periodic reports and analytical statistics on library usage and services, supporting monitoring and service evaluation.
- Trained staff on library procedures and followed up on work performance and service delivery.
- Coordinated with local and international publishers, libraries, and information providers to acquire specialized research resources.
- Organized and supported book exhibitions, seminars, workshops, conferences, and professional events.
- Prepared communication and informational materials supporting institutional activities and outreach.

- Provided specialist advice on information management and library services to relevant organizations and institutions.
- Represented the library at professional workshops and conferences locally and regionally.
- Participated in professional and institutional initiatives to strengthen communication and collaboration within the center.
- Served on the Centre's social committee, contributing to staff engagement and institutional activities.

**Bahrain Institute for Pearls and Gemstones (DANAT) – Kingdom of Bahrain**  
**Consultant – Part time**  
**September 2022 – November 2022**

- Provided consultancy on information management and knowledge management.
- Collaborated with the Director of Research on proposals aimed at improving knowledge-management practices.
- Provided specialist information-management advice to support the Research Department and its strategic objectives.

**Information Center for Women and Children – Kingdom of Bahrain**  
**Librarian**  
**February 2015 – August 2018**

Managed a specialized information center with a collection specifically focused on women's and children's issues.

**Key responsibilities and contributions:**

- Managed the specialized library and its information resources.
- Produced and published a quarterly information bulletin featuring articles and book reviews.
- Organized scientific conferences and seminars.
- Contributed in the review process of evaluating the research paper submissions for the Sheikh Khalifa bin Salman Al Khalifa Award.
- Created a database of researchers specializing in women's and children's issues.
- Provided research and reference services to researchers and visitors.

**Hancock County Public Library – Indiana, USA****Librarian****December 2011 – August 2014**

- Delivered public library services in a high-volume environment.
- Worked across multiple library departments, developing broad operational and user-service experience.
- Contributed to the implementation of an RFID-based library management system for collection management and circulation purposes.
- Participated in annual professional training and development sessions.

**Ministry of Education – Kingdom of Bahrain****ESL Teacher****August 2009 – June 2011**

- Taught English to secondary-school students.
- Delivered examinations and learning assessments.
- Participated in professional development programmes focused on modern pedagogy.

**Education and Qualifications****Master of Library and Information Science**

Indiana University, USA

**Bachelor of Arts in English Literature – Minor in American Studies**

University of Bahrain, Kingdom of Bahrain

**Post-graduate Diploma in Education**

Bahrain Teachers College, Kingdom of Bahrain

**Professional Skills****Research & Information Services:**

Research assistance, reference services, information searching, database/resource support, information evaluation, researcher support, academic user support, literature review.

**Library & Knowledge Management:**

Library operations, information organisation, cataloguing and classification, archives, collection development, knowledge management, digital and print resources.

**Training & Engagement:**

Staff training, user guidance, workshops, seminars, presentations, professional events, conferences and information-awareness activities.

**Analysis & Reporting:**

Statistical reporting, service-use analysis, periodic reporting, information management and data organisation.

**Communication:**

Arabic and English communication, editing, translation, content preparation, institutional communication and stakeholder coordination.