



Advt. No. 9/2020

dated 05.08.2020

**Advertisement for the post of Professional Assistant (Library) on Contract Basis**

University requires services of Professional Assistant (Library) on contract basis for a period of six months on the fixed remuneration of Rs. 22000/- per month. The qualifications and experience for the same is under:

- (i) A Master Degree in Library Science/Information Science/Documentation Science or an equivalent professional degree with at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with knowledge of computerization of Library.
- (ii) Candidates with minimum 05 years of working experience in reputed University Library with having knowledge of ILMS/Institution Library and additional qualifications, PG Diploma in Library Automation and Networking /PG Diploma in Digital Library and information Management.
- (iii) Should have knowledge of UDC/DDC classification.
- (iv) Evidence of innovative library service, including integration of ICT in Library.
- (v) Knowledge of computer & Library management software and good experience in Library automation Date Entry Project.

Interested candidates may send their application form (**format placed at Annexure-‘A’**) with requisite documents of qualification and relevant experience etc to the Deputy Registrar (Estt.), Indira Gandhi University, Meerpur, Rewari latest by **13.08.2020 at 5.00 p.m.**

**REGISTRAR**



**Advt. No. 09/2020**

**APPLICATION FORM FOR NON-TEACHING POST**  
**(ON CONTRACT BASIS)**

1. Name of the candidate : \_\_\_\_\_  
2. Father's Name : \_\_\_\_\_  
3. Date of Birth : \_\_\_\_\_

Paste your  
coloured  
recent passport  
size  
photograph

4. Address for correspondence with \_\_\_\_\_  
Contact No./ Mobile No./ email and \_\_\_\_\_  
Aadhaar No. \_\_\_\_\_  
5. Whether belonging to SC/BC/PwD : \_\_\_\_\_

**6. Qualifications :**

Exam Passed	Univ./Board	Year of Passing	Max. Marks	Marks obtained	% of Marks	Result
10 <sup>th</sup>						
12 <sup>th</sup>						
BA/B.Sc./B.Com/ B.Tech. etc.						
M.A./M.Sc./M.Com/ M. Tech. etc.						
M.Phil						
Ph.D.						
Any other						

Contd...2....

**7. Relevant Experience(in years):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**8. Do you permit to supply a copy of your application form, if demanded under Right to Information Act, 2005 ( Yes or No):** \_\_\_\_\_

**9. Additional information, if any :** \_\_\_\_\_

**Dated:** \_\_\_\_\_

**Signature of the Applicant**  
**Mobile No.** \_\_\_\_\_  
**Email ID.** \_\_\_\_\_