

DELHI UNIVERSITY LIBRARY SYSTEM
UNIVERSITY OF DELHI, DELHI-110007

Applications are invited for the following posts purely on Contractual Basis for a period of six months in Delhi University Library System.

S. No	Name of the Post	Consolidated Salary per month	No. of Post & Categories						Age Limit	Qualification
			UR	SC	ST	OBC	PWD	TOTAL		
1	Professional Assistant	Rs. 16,500	15	04	02	07	-	28	35 year	1.) M.Lib.Sc./ MLISc. or equivalent with 50 per cent marks OR Master's Degree in Arts/ Science/ Commerce or any other discipline with 50% and B. Lib. Sc./ B. L. I. Sc. With 50% marks 2.) Computer Science paper at Graduate/ PG level or Six months computer science course from a recognized institution.
2	Semi Professional Assistant	Rs.13,900	10	02	01	04	-	17	35 Year	1. Graduate in Arts/ Science/ Commerce or any other discipline or any other higher qualification with 50% marks. 2.B.Lib.Sc./B.L.I.Sc. with 50% marks. 3.Course in computer application at Graduate or PG level or 6 months Computer course from a recognized institution.

General Instruction:-

1. Details regarding qualifications are available at the University website www.du.ac.in and work@du.
2. The University reserves the right to conduct written test.
3. The upper age limit prescribed shall be relaxable in case of candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes (Central List), Persons with Disabilities, Ex-servicemen and other specified categories of persons in accordance with the orders issued in this regard from time to time by the Central Government and adopted by the University.
4. The upper age-limit shall also be relaxable up to a maximum of five years or the number of years (in completed years) whichever is less provided they have rendered at least three years regular service in same or allied field in organization(s) under Government Departments/ Statutory or Autonomous bodies/Universities/ affiliated or constituent colleges under the University/Public Sector Undertakings.

5. The upper age limit for the posts advertised shall be determined as on last date of submission of applications.
6. Candidates belonging to SC/ST/OBC/Persons with Disabilities categories should keep ready an attested copy of certificate issued by competent authority in the prescribed format as stipulated by Government of India. In case of candidates belonging to OBC category, certificate should specifically contain a clause that the candidate does not belong to creamy layer section excluded from the benefits of reservation for Other Backward Classes in Civil post & services under Government of India. An Ex-serviceman candidate has to produce a copy of the discharge Certificate/pension payment order and documentary proof of rank last/presently held (substantive as well as acting) at the time of interview. Those who are still in defence service should submit a certificate from a competent authority that they will be relieved from defence services.
7. Candidates should possess the prescribed educational qualification and experience as on the closing date of application.
8. (a) No correspondence or personal enquiries shall be entertained by the University.
(b) All Correspondence from the University including Written Test, interview call, if any shall be sent to the e-mail supplied by the candidate the candidates are advised to check the University Web site time to time.
9. Canvassing in any form will be treated as disqualification.
10. Applications which do not meet the criteria given in this advertisement & / or incomplete applications are liable to be summarily rejected
11. Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material / information while submitting the application and self-certified copies/testimonials.
12. Relaxation of any of the qualifications or experience may be made in exceptional cases on the recommendations of the Screening/ Selection Committee.
13. The number of posts advertised may vary, and the University reserves the right not to fill up some or all the posts advertised, if the circumstances so warrant.
14. The University shall verify the antecedents or documents submitted by a candidate at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are false or the candidate has suppressed relevant information, then his/her services shall be terminated without prejudice to any other action initiated by the University.
15. The University reserves the right to withdraw any advertised post(s) at any time without giving any reason. Any consequential vacancies arising at the time of Interview may also be filled up from the available candidates.
16. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after the issue of appointment letter, the University reserves right to modify/withdraw/cancel any communication made to the candidate.

17. All candidates should have fulfilled the minimum eligibility on the date of application.
18. Candidates called for interview shall do so at their own expenses. No TA/DA shall be paid.
19. The University shall not be responsible for any delay/loss due to postal or technical reasons.
20. Applications received without complete information shall be rejected.
21. Consequent upon adoption of self-certification provisions as required by the Govt. of India, the University shall process the applications entirely on the basis of information/documents submitted by the candidates. In case the information/documents is found to be false/incorrect by way of omission or commission, the responsibility and liability shall lie solely with the candidate
22. Applications on plain paper (Performa Enclosed) along with the photocopies of the all the testimonials should reach the University Librarian Office, Central Library, University of Delhi, Delhi-110007 by 17th November, 2014.

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