

**Recruitment Rules for the post of Assistant Librarian**

1.	Name of the Post	Assistant Librarian
2.	Number of Posts	6
3.	Classification	Academic Post, Group "A"
4.	Scale of Pay	PB3 - Rs.15600 – 39100 GP – Rs.6000. Shall be eligible for the AGP of Rs.7,000 after the completion of 6 years as Assistant Librarian, subject to satisfactory performance. Shall be eligible for the AGP of Rs.8,000 after completing 5 years of service at AGP of Rs.7,000 subject to satisfactory performance.
5.	Whether selection post or non-selection post	By Selection in case of Promotion
6.	Age limit for direct recruits	Age: Not more than 40 years (Relaxable up to 2 years by Vice Chancellor in deserving cases)
7.	Educational and other qualifications required for direct recruits	(i) A Post-Graduate Degree in Library Science/ Information Science/ Documentation Science or an equivalent professional degree with at least 55% marks (or equivalent grade) and a consistently good academic record with knowledge of computerization of library. (ii) Qualifying in the National Eligibility Test (NET) in Library Science conducted for the purpose by the UGC or any other agency approved by the UGC. However, candidates who have been awarded Ph.D. in Library Science/ Information Science/ Documentation Science shall be exempted from the requirement of minimum eligibility condition of NET; and (iii) At least 3 years of experience as Library Assistant or higher in any University/ recognized college or a reputed Public Library. (iv) Experience of working in any Library Automation Software.
8.	Qualifications prescribed for direct recruits will apply in the case of Promotion / Deputation /Absorption	<b>Promotion:</b> Age: No Educational & other Qualifications: Yes
		<b>Deputation:</b> Age: Not more than 45 years Educational & other Qualifications: yes
		<b>Absorption:</b> Age: Not more than 50 years Educational & other Qualifications: Yes
9.	Period of Probation, if any	Two years for Direct Recruits
10.	Method of recruitment.	Direct Recruitment /Promotion/Deputation/ Absorption.  Direct Recruitment will be done from among NET/SLET qualified candidates through Personal Interview.  A pass in NET/SLET is necessary even in the case of Promotion, Deputation and Absorption.

11.	In case of recruitments by promotion, grade from which promotion / deputation / absorption to be made	<p><b>Promotion:</b> From Library Assistant fulfilling the educational qualifications with at least 10 years of regular service in IMU.</p> <p><b>Deputation:</b> A person holding analogous post on regular basis (or) at least 10 years' experience as Library Assistant in the Pay Band of Rs.9300-34800 with Grade Pay of Rs.4200 in a Central/State University or Autonomous Educational/ Research Institution, Central/State Government or Government undertaking, Port Trust etc.</p> <p><b>Absorption:</b> A Deputationist who has worked as Assistant Librarian satisfactorily for a minimum period of 3 years in IMU, subject to concurrence from his parent organization.</p>
12.	If a Departmental Promotion Committee/ Recruitment Committee exist and what is its composition?	<p>(i) The Vice Chancellor as Chairperson.</p> <p>(ii) Pro-Vice Chancellor.</p> <p>(iii) One nominee of the Executive Council.</p> <p>(iv) Two external subject experts nominated by the Vice Chancellor.</p>
13.	Age of superannuation	<p>60 years.</p> <p>For Deputationist, the relevant age of the sponsoring department/ agency will apply.</p>
14.	Remarks	<p>(a) The upper age limit will be relaxed for the candidates belonging to SC/ST/OBC in accordance with the orders issued by the Government of India from time to time.</p> <p>(b) The crucial date for determining the eligibility conditions shall be the closing date for receipt of applications from candidates.</p>