



# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

(शिक्षा मंत्रालय भारत सरकार द्वारा स्थापित)

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

(Estd. By Ministry of Education, Govt. of India)

Sector – 81, Knowledge City, P.O. Manauli, S.A.S. Nagar, Mohali, Punjab -140 306

Library website : [www.library.iisermohali.ac.in](http://www.library.iisermohali.ac.in)

email : [library@iisermohali.ac.in](mailto:library@iisermohali.ac.in)

Contact : 9779981971

Advt. No. IISER M/ LIB Professionals/Temp/2022

Date: 22/08/2022

## Advertisement for “Library Professionals”

Indian Institute of Science Education and Research, Mohali (IISER Mohali) is an autonomous Institution established at Mohali, Punjab under Ministry of Education, Govt of India. It is recognized as an Institute of National Importance with mandate to cutting edge research in frontier areas of science and to provide Science Education at the undergraduate and postgraduate level. The Library of IISER Mohali has been established with concept of “Learning Commons”, with the mission to provide effective, informal, and efficient use of the library resources which epitomizes the spirit of the institute, i.e., the pursuit of knowledge. In tune with the recent advancement in the field of Information and Communication Technology (ICT), IISER Mohali has set up a library with state of the art technology and world class infrastructure. Library uses Open Source Softwares like Library Management Software“ Koha”, Digital Library software “ DSpace”. On behalf of Institute it actively contribute to MOE Projects like NDLI, IRINS, NIRF etc.,

IISER Mohali requires young, enthusiastic, dynamic, tech-savvy and committed Postgraduates in Library and Information Science from recognized Universities to serve as “**Library Professional**” purely on temporary basis.

1	<b>पद का नाम /NAME OF THE POST</b>	LIBRARY PROFESSIONAL ( on training)
2	<b>Last date of receiving Application</b>	5.00 PM on 12/09/2022
3	<b>Position Status</b>	Purely Temporary
4	<b>पद की संख्या /Number of posts</b>	04 : ( 03- UR and 01-OBC NCL)
5	<b>अनारलितपद केलि ए ऊपरी आयु सीमा / Maximum age Limit for UR position</b>	30 years
6	<b>Pay</b>	<b>Rs.18, 000/-</b> Per month in First Year and <b>Rs.20, 000/-</b> in Second Year.

7	<b>आवश्यक योग्यता / Essential Qualifications</b>	<b>आवश्यक /Essential: <u>Educational qualification:</u></b>  (i) Any Bachelors Degree (Preference will be given to Bachelors in Science) and Masters in Library & Information Science ( MLISc) or equivalent with consistent good Academic and conduct record.  (ii) <b>Desirable Knowledge:</b> - Knowledge of Computers, IT & digital Application in Libraries. However those who have Degree in Computer Science will be given preference. - Good Communication skills in both ENGLISH and HINDI.
8	<b>Job Conditions</b>	Selected candidate will be required to attend the duty on six days a week round the clock on three shifts during holidays/ Sundays. Accommodation facility will not be provided by the IISER Mohali, however will try to provide Night shelter if possible. The Position is purely on temporary basis. The position will be initially be offered for one year and based on performance and conduct; it may be extended for second year. The maximum period of position is for two Years.
9.	<b>Nature of Job</b>	Professionals will be given opportunity to work in different sections of library to learn the modern library Management system, digital technologies, web based systems / services, emerging IT tools and technologies etc. At the end of period, the Certificate of Experience will be provided.

**GENERAL CONDITIONS:**

- 1.The applicant must be a citizen of India.
2. All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement as on the last date for receipt of the application. They are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down for the post which are compulsory even if a candidate has some other higher qualifications.

The prescribed essential qualifications are the minimum. Mere possession of the same does not entitle candidates to be called for test/interview. **The duly constituted Screening Committee will adopt its own criteria for short- listing the candidates. The candidate should, therefore, mention in the Application Form all the qualifications in the relevant area over and above the minimum prescribed qualification, supported with documents and ensure that all details are in full and accurate.**

3. The application should be accompanied by self-attested copies of the relevant documents/certificates in support of age, educational qualifications, marks obtained, caste/community/ class (if applicable), etc. The prescribed qualifications should have been obtained through recognized Universities/ Institutions, etc. Incomplete applications/applications received after due date or not accompanied with the required self-attested certificates/documents will be rejected.
4. The decision of the Director, IISER Mohali in all matters relating to eligibility, acceptance or rejection of any/all applications, fixing the eligibility criteria, equivalence of qualifications, mode of screening/selection, conduct of examination/interview, not to fill the vacancy, will be final.
5. The number of vacancies indicated in the notification is tentative. IISER Mohali reserves the right to increase or decrease the number of advertised posts at the time of selection. Further, IISER Mohali also reserves the right NOT to fill any of the post advertised.
6. Applications received through email/incomplete/not on prescribed format/ unsigned/not having attached educational qualification/ experience documents will not be entertained /accepted.
7. Candidates should keep their email id and mobile number provided in the application form active. Institute will not be liable to be responsible for non-receipt/delay in receipt of any communication due to deactivation of email id and or mobile number given or due to change in communication address etc.
8. Candidates should check/visit Institute website regularly for any update on recruitment process. Institute will not be responsible for delay in information in this regard.
9. The last date for receipt of applications shall be the date for determining the upper age limit, qualifications and experience.
10. The Institute may conduct the written test/trade test or interview or both for the post, in view of the number of applications received for the post.
11. **Relaxation/concessions of age:**
  - a) The maximum age limit for the post shall be the same as mentioned above against the post. The age shall be determined as on the last date of the submission of the application form, mentioned in the advertisement.
  - b) Age is relaxable for 3 years for OBC-NCL candidates.

## **HOW TO APPLY-**

1. Application Form may be downloaded from the Institute website ([www.iisermohali.ac.in](http://www.iisermohali.ac.in)). The Application Form duly filled in the prescribed format and complete in all respects, signed and accompanied with self- attested copies of the certificates, mark sheets, testimonials in support of age, education qualifications, caste/ community/ class (if applicable), along with recent passport size self-signed photograph affixed on the Application Form, and should be sent to “ **The Librarian, Indian Institute of Science Education and Research (IISER), Mohali, Sector-81, Knowledge City, S.A.S. Nagar, P.O. Manauli, Mohali, Punjab–140306** by **5.00 PM on 12/09/2022** positively
2. The envelope containing the complete application must be superscribed as “Application for the post of”**Library Professional**”.
3. **Applicant is required to send the synopsis (format available on Institute website) by email to [library@iisermohali.ac.in](mailto:library@iisermohali.ac.in). While sending the synopsis sheet duly filled, it should remain editable.**
4. Incomplete applications i.e. applications without photographs, without the required attested copies of certificates, testimonials etc not in the prescribed application form, missing page of application form, unsigned or incomplete in any manner will not be entertained and will be summarily rejected.

5. Candidates should specifically note that the applications received after the closing date for receipt of applications for any reason whatsoever will not be entertained/ will be summarily rejected.
6. **If there is any corrigendum/addendum, it shall be published on Institute's website only.**

**Library, IISER Mohali**