



Advt. No. R(IA)/Admin Posts Dated 25th July 2016 (Group 'A' Non-Teaching Positions)

The Indian Institute of Science, a premier centrally funded autonomous Institution for higher education and research in the field of science & engineering, has completed a century of major contributions to the nation. The JRD Tata Memorial Library of the Institute was one of the first three departments started in the Institute. It is regarded as one of the best scientific and technical libraries in India. Apart from the Main Library, the Institute has departmental libraries as well. The National Board for Higher Mathematics (NBHM) has recognized this library as the Regional Center for Mathematics for the Southern region. The primary mission of the library is to support the educational and research programs of the Institute by providing physical and electronic access to information, consistent with the present and anticipated educational and research functions of the institute.

The Institute is seeking applications from individuals for the post of Librarian to be filled on direct recruitment or on deputation on foreign service basis on standard terms and conditions of the Government of India.

The Institute invites applications for the positions mentioned below :

Sl No.	Name of the post	Pay Band Grade Pay	No of Vacancies	Age of Retirement
1	Librarian	Rs.37400-67000 GP Rs.10,000	01 (UR)	62 years
2	Deputy Librarian	Rs.15600-39100 GP Rs.8000	01 (UR)	60 years
3.	Assistant Librarian	Rs.15600-39100 GP Rs.6000	02 (1 SC) (1 UR) Out of two vacancies, one vacancy is reserved for Hearing Impaired	60 years

The posts are also suitable for Physically Handicapped candidates with disabilities viz. Orthopedically Handicapped/Locomotor disability/ Cerebral Palsy with One Leg Affected (Right or Left) (OL) or One Arm Affected (Right or Left) (OA), Low Vision (LV) and Hearing Impaired. Out of two vacancies of Asst. Librarian, one vacancy is reserved for Hearing Impaired.

I. LIBRARIAN – (DIRECT RECRUITMENT/DEPUTATION)

Essential Qualifications A Master's degree Library Science/Information Science/ with at least 55% of the marks or its equivalent grade

Desirable

- M Phil/PhD degree in library science/information science/ documentation/archives and manuscript keeping.
- Experience with modern technology and practices for information storage, dissemination and networked access.
- Familiarity with the way in which libraries of the future are going to be shaped.

Essential Experience At least 15 years of experience, in a library in a University or an R&D institution of which at least 8 years should be at the level of Deputy Librarian or its equivalent grade with a GP of 9000.

Pay band & Grade Pay Rs. 37400-67000 in PB-4, with GP Rs. 10,000/- p.m.

Age The candidate should not have crossed 55 years of age as on 10/09/2016.

Tenure of Appointment (Regular) : Full time appointment with probation of 2 years or contractual appointment for a period of 5 years with one year probation.

Tenure of Appointment (Deputation) : 5 years from the date of joining or his/her date of superannuation age in his/her parent organization.

Job Description: The Librarian apart from being in-charge of the library is expected, as a member of the Senate, to interact actively with the academic staff and plan the maximum utilization of the library's facilities for the benefit of the research scholars and students of the Institute. The other duties include: library administration and management, personnel matters, library budget, technical services, development of network based information services, search services and use of information technology effectively in improving the library services in tune with the developments in the international arena. Must also foster networked collaboration and new innovative mechanisms to retain and improve upon the pre-eminent status of the JRD Tata Memorial Library.

II. DEPUTY LIBRARIAN

Essential Qualifications A Master's degree in library science / information science / documentation with at least 55% marks or its equivalent grade.

Desirable M.Phil / PhD degree in library science / information science / documentation / archives and manuscript-keeping / computerization of library

Essential Experience 5 years experience as Assistant University Librarian/ College Librarian with GP of Rs.7000/-.

Evidence of innovative library service and organization of published work and professional commitment, computerization of library.

Pay band & Grade pay PB-3 Rs.15600-39100 GP Rs. 8000/-

Age The candidate should not have crossed 50 years of age as on 10/09/2016.

Tenure of Appointment (Regular) : Full time appointment with probation of 2 years.

III. ASSISTANT LIBRARIAN

Essential Qualifications A Master's degree in library science/ information science /documentation science or an equivalent professional degree with at least 55% 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.

Essential Experience At least 5 years of experience in a large modern library of an University or an R&D Organization, in PB2 with GP of 4600 or equivalent grade

Pay band & Grade Pay Rs. 37400-67000 in PB-4, with GP Rs. 10,000/- p.m.

Age The candidate should not have crossed 55 years of age as on 10/09/2016.

Tenure of Appointment (Regular) : Full time appointment with probation of 2 years or contractual appointment for a period of 5 years with one year probation.

Tenure of Appointment (Deputation) : 5 years from the date of joining or his / her date of superannuation age in his/her parent organization.

Job Description: The Librarian apart from being in-charge of the library is expected, as a member of the Senate, to interact actively with the academic staff and plan the maximum utilization of the library's facilities for the benefit of the research scholars and students of the Institute. The other duties include: library administration and management, personnel matters, library budget, technical services, development of network based information services, search services and use of information technology effectively in improving the library services in tune with the developments in the international arena. Must also foster networked collaboration and new innovative mechanisms to retain and improve upon the pre-eminent status of the JRD Tata Memorial Library

Terms and conditions :-

- The candidate must be a citizen of India.
- The prescribed qualifications and experience are the minimum required and the mere fact that a candidate possesses the same will not entitle him/her for being called for an interview. The Institute reserves the right to restrict the no. of candidates admitted for interview to a reasonable number, on the basis of qualifications and/or experience higher than the minimum prescribed.
- Selection will be made on the basis of the candidates' previous track record and their performance in an interview.
- Applications incomplete in any respect will not be considered.
- Candidates should apply only through proper channel along with NOC and vigilance clearance. However, an advance copy of the application may be sent so as to be received by 25th August 2016, followed by the application through proper channel.
- Applications should be submitted well in advance, without waiting until the last date, to avoid postal delay or any other unforeseen problems. The Institute will not be responsible for any postal delay at any stage.
- Call letters to attend the interview will be sent only to the short-listed candidates by mail or Speed Post or Registered Post or courier. No correspondence will be made with applicants who are not short-listed/not called for interview.
- The Institute reserves the right to reject any application without assigning any reason. No interim correspondence will be entertained.
- Out of station candidates called for interview will be paid railway fare (2nd AC) from the place of duty/residence to Bengaluru and back by shortest route on production of tickets.
- Those who are joining the Institute service on or after 1st January 2004 are covered under the new pension scheme. However, employees who entered service before 31.12.2003 and who were governed by the CCS (Pension) Rules, 1972 – shall be eligible for the GPF-cum-Pension-cum-Gratuity scheme subject to fulfillment of the conditions prescribed by GOI.
- The Institute reserves the right to verify the antecedents or documents submitted by the candidate at any time during the service. In case it is found that the documents submitted by the candidate are not genuine, then his/her services shall be terminated and disciplinary/criminal proceedings will be initiated.

Applications can be downloaded from the link:

http://www.iisc.ernet.in/opportunities/library_positions_appln.pdf

Interested individuals can forward the completed application forms along with the certified copies of supporting documents through proper channel so as to reach the Assistant Registrar, Unit-IA, Indian Institute of Science, Bangalore – 560 012 on or before 10th September, 2016.

25th July, 2016

Sd/- REGISTRAR