

**JAWAHARLAL NEHRU UNIVERSITY
ADMINISTRATION BRANCH-IV**

ADVERTISEMENT No. 01/2018/Admn.IV.

Applications are invited from eligible bonafide citizen of India for the following non-teaching posts as per details given below against each post:

1. **Librarian (for tenure of five years) in PB-IV (Rs 37400-67000) with Academic Grade Pay of Rs.10,000/- (Level-14 as per 7th. CPC) plus usual allowances as applicable as per UGC/University rules.**

Essential Qualifications & Experience:

1. A Master's degree in Library Sciences/Information Science/Documentation with at least 55% marks or its equivalent grade of B in the UGC seven points scale and consistently good academic record.
2. At least thirteen years as Deputy Librarian in a University Library or eighteen years' experience as a College Librarian.
3. Evidence of innovative library service and organization of published work.
4. Deputy Librarian completing three years of service in the AGP of Rs.9,000 and otherwise eligible as per the API scoring system and PBAS methodology developed in these Regulations, with a Ph.D. qualification shall also be eligible to be considered for appointment to the post of Librarian through open recruitment.
5. Consolidated API score requirement of 400 points from categories II & III of APIs (cumulative) alongwith other specified eligibility qualifications stipulated in the UGC Regulations-2010 as amended vide UGC Gazette Notification dated 11.07.2016.

Desirable: M.Phil/Ph.D degree in library science/information science/documentation/archives and manuscript-keeping.

Interview criterion, out of 100 points, shall be as follows:

- (a) Library Research Papers (five) evaluation (60%)
- (b) Organisational track record of innovation library service and vision plan (20%)
- (c) Interview performance (20%)

Age Limit: 56 years.

Note:1 Age of retirement of Librarian would be 62 years.

The appointment shall be made for a tenure of 5 years which can be renewed for similar term by the Executive Council of the University. For candidates applying on deputation basis from Govt. or any other organization/institution, the terms and conditions of his/her service shall be governed by the Deputation Rules of the Government of India. However, the age of retirement would be 62 years and the post does not carry the provision of re-employment. Only those candidates will be considered who have sufficient length of service left before the age of retirement.

Note:2 5% relaxation in percentage of marks at Master's Degree i.e. from 55% to 50% will be extended to the candidates belonging to SC/ST/PWD Categories and to the existing incumbents who are already in the University system.

Note:3 Candidates are compulsorily required to send their application in the prescribed form including the Academic Performance Indicators (API) based on Performance Based Appraisal System, available in the University websites www.jnu.ac.in alongwith supporting documents duly signed and filled in all respect, failing which their candidature shall be rejected out rightly. The eligibility criteria and other requirements given in the latest UGC Regulations 2010/2016 (4th Amended) shall be followed.

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2. **Documentation Officer: PB-3 (Rs 15,600-39,100) + Academic Grade Pay of Rs 6,000/- (Level-10 as per 7th. CPC) plus usual allowances as applicable as per UGC/University rules..**

Essential Qualifications :

1. M.A. Degree in Social Science/Master degree in Library Science/Documentation or equivalent professional degree with at least 55% of the marks or its equivalent grade with good academic record/knowledge of computerization of library;
2. National Eligibility Test or other requirement as prescribed by UGC Rules.

Desirable Qualification:

1. Knowledge of Russian Language
2. Ph.D. in Russian Studies or any other area of Social Science.
3. Experience of documentation in Russian Studies; and
4. Publication in Russian Studies.

Age Limit: 45 years. No upper age limit will apply to JNU departmental candidate.

General conditions for both the posts:

- (i) Persons already in Govt. service/Autonomous bodies/Universities/PSU should apply through proper channel along with vigilance clearance and integrity certificate, failing which their application will not be entertained. Attested copies of ACRs/APARs of last five years be also sent separately.
- (ii) Merely possessing the prescribed qualifications and requisite experience would not entitle a person to be called for the interview.
- (iii) **The University reserves the right:**
 - (a) to fix criteria for screening the applications so as to reduce the number of candidates to be called for interview;
 - (b) the selection will be made on the basis of performance in the interview on the recommendation of the Selection Committee;
 - (c) to relax any of the conditions of age/qualifications/experience at its discretion; and
 - (d) not to fill up the advertised position.
- (iv) The candidates belonging to SC/ST/PWDs categories & claiming relaxation/exemption are required to submit their respective caste/disability certificate in the format prescribed by the Govt. of India. Candidate belonging to PWDs category should meet the prescribed criteria of PWDs as applicable in the Govt. of India rules for respective PWDs category. The University reserves the right to verify the certificates, before the interview/joining, etc., and to summarily cancel/terminate the cases, if the certificates are found false.
- (v) Knowledge of Computer application is necessary for the post.
- (vi) Application alongwith prescribed fee of Rs.500/- (non-refundable) is to be submitted for each post separately .
- (vii) Application fee shall be payable on line in favour of "Finance Officer, JNU" payable at New Delhi. **No application fee is payable in respect of SC/ST/PH and women applicants.**
- (viii) Incomplete applications shall liable to be rejected.
- (ix) Applications received after last date shall not be entertained and the University will not be responsible for any postal delay.
- (x) Format of application (online) is available in the University website i.e. <http://www.jnu.ac.in> for each post separately. The format be strictly followed.

- (xi) Canvassing or bringing influence in any form shall disqualify candidature of the applicant without notice.
- (xii) Those who are applying for the post should ensure that they fulfil all eligibility criteria as stipulated in the Advertisement. If it is found at any stage that you do not fulfil the stipulated criteria, the candidature will be cancelled.

The eligible and interested persons are required to apply on-line in the format available in the University website www.jnu.ac.in. within 30 days(i.e. 7th May 2018 midnight) from the date of publication of this advertisement in the Employment News. **Application, except on-line, will not be accepted.** Crucial date for fixing eligibility criteria, upper age limit, etc. shall be the last date of submission of application.

Registrar
Jawaharlal Nehru University