



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH PUNE

(An autonomous Institution of Ministry of HRD, Govt. of India)

Dr Homi Bhabha Road, Pune -411 008.

ADVT. NO. 43/2016

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITY

Indian Institute of Science Education and Research Pune is a premier autonomous Institution established by the Ministry of Human Resource Development, Government of India, for promotion of high quality science education and research in the country.

The Institute invites applications from Indian nationals possessing excellent academic record and experience for the following position **reserved for persons with disability**:

Post	Assistant Librarian
Number of Post	01
Category	Persons with Disability (PWD) : Hearing Handicapped (HH)
Scale of Pay :	PB-3 (Rs. 15,600 – 39,100) with Academic Grade Pay Rs. 6,000/-
Age limit for direct recruits	Not exceeding 45 years. Additional Age relaxation as applicable to SC/ST/OBC applicants will be considered as per the Government of India norms.
Educational and other qualifications required for direct recruits	<p>Essential :</p> <ul style="list-style-type: none">(i) Master's Degree in Library Science / Information Science / Documentation Science or an equivalent professional degree with CGPA of 6.5 in 10 point scale or at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with superior knowledge of computerized library service.(ii) Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.(iii) However, candidates, who are or have been awarded Ph.D. degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET / SLET / SET for recruitment and appointment as Assistant Librarian. <p>Desirable: PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p>

GENERAL INFORMATION / DETAILS ABOUT POST

- 1) Above post is as per the Central Government pay scale and carry allowances like House Rent, Transport and Children's Education as admissible to Central Government employees of the respective scale posted in Pune.
- 2) Post will be covered under New Pension Scheme of Govt. of India and incumbent will be eligible for other benefits like Medical, LTC, etc. as per the Government / Institute norms.
- 3) The qualification prescribed should have been obtained from recognized Universities / Institution.
- 4) Reservation for PWD is as per Govt. of India norms and is admissible only for those who suffer from not less than 40% disability.
- 5) Age should not exceed the limit as on the closing date of receipt of application.
- 6) Application from the candidates working in Government Departments, Public Sector Undertakings and Government Funded Research Agencies must be sent through proper channel and with a clear certificate that the applicant will be relieved within one month of receipt of appointment order, if selected. However, an online application to be submitted before the last date as an advance copy.
- 7) The prescribed Essential Qualifications / Experience indicated are bare minimum and mere possession of same will not entitle the candidates to be called for interview. Where number of applications received in response to an advertisement is large, it may not be convenient or possible for the Institute to interview all the candidates. The Institute may restrict the number of candidates to be called for written exam / skill test / interview to a reasonable limit, on the basis of qualifications and experience higher than that of the minimum prescribed in the advertisement. The candidates should, therefore, furnish full details of qualifications and experience possessed in the relevant fields, over and above the minimum prescribed. Documentary evidences will be verified during the selection process.
- 8) Relaxation in age, educational qualification and / or experience may be considered in case of exceptionally meritorious candidates, with prior approval of the Competent Authority.
- 9) Outstation candidates called for interview will be paid to and fro second AC rail fare / bus fare from the normal place of their residence or that declared in the application or from the actual place of undertaking the journey, whichever is nearer to the place of the interview, as per rules.
- 10) No interim enquiries / correspondence / communication of any sort will be entertained on the matter.
- 11) Canvassing in any form and / or bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.
- 12) Application incomplete in any respect will be summarily rejected.

HOW TO APPLY:

Last date for submitting online application is August 01, 2016. No need to submit hard copy of the application at this stage.

Interested candidates fulfilling the eligibility as per the above given criteria may apply online in the prescribed application format. Click on the link “**Apply Online**” available below this advertisement and apply for the post. Please keep your personal details, qualification details, details of references, experience details, other relevant details, soft copy of the passport size photograph with you and printer attached to your desk top before starting online application.

In case, name of the degree that you possess is not listed in the drop down options, please select “other” and write name of the degree and its specialization in the field named as “specialization”.

In case the applicant has completed the degree/s, course/s through Distance learning / Correspondence / Part –Time method:

- In addition to the specialization (subject/s), please mention in the Specialization field if the particular degree / course has been done through Distance / Correspondence / Part time as the case may be.
- In case the degree / course is completed through Private College / Institute not affiliated to any University, mention Private in the Specialization field in addition to the specialization subject/s.

Relevant information not covered in the application may be entered in the row named as “Any other relevant information”.

After you complete the application, click on the “**Preview**” button. Please see the print preview from browser option and adjust page margins if printable area is not covered.

Go to the end of the preview page, click in the box provided for declaration. Before submitting the application click on the “**Print**” button to take printout of the filled application. Please keep one copy for your record.

Once you submit the application, you will not be able to retrieve the application for printing / editing / reference. Candidates who have submitted “Online application” only shall be considered for selection process.

Shortlisted candidates will be informed by email followed by a letter by post.

When called for the selection process, printed copy of the online application (affix color passport size photograph on application form), self attested certificates in support of age, certificates of educational qualification, experience certificates in support of the details furnished in the bio-data and other documents in support of the information submitted in the online application. The applicant must also bring **all the original certificates** at the time of interview for the purpose of verification, along with **one set of photocopies** of the above mentioned documents.