INSTITUTE OF DEVELOPMENT STUDIES
8-B, JHALANA INSTITUTIONAL AREA,
JAIPUR – 302 004.

Instructions for Advertisement No. IDS/Dir/2023/Recrt/03 dated 16-06-2023

Applications are invited (through proper channel in case of those who are already in employment) by July 20, 2023 for the following post:

LIBRARIAN-CUM-DOCUMENTATION OFFICER:

Category   :   General
Pay Scale (**6th CPC**)   :   15600-39100 with GP 6000

Essential Qualification:
Applicant must have a second-class master's degree in library science or equivalent degree from a recognised University by UGC with at least 55% of marks and a minimum of not less than 03 years experience in managing the library of a College/University/Research Institute.

Age limit: 40 years as on 01-06-2023

Desirable Qualification:

Experience in a Social Science Research Institute library with knowledge of automation software/digital operation.

General Conditions:

1. The usual benefits of D.A., P.F., Medical, Gratuity etc. will be admissible as per Institute Rules. The 7th CPC will be offered as and when it is implemented in the Institute.
2. Applications accompanied by detailed curriculum-vitae in the prescribed format may be sent to the Director, Institute of Development Studies, Jaipur – 302004 latest by July 20, 2023. E-mail –contact@idsj.org
3. Those who are in service apply with NO OBJECTION CERTIFICATE from the employer.
4. Please attach a copy of **Aadhar and Pan Card**.
5. Retired persons need not to apply

DIRECTOR

Advertisement No.:03

Post Applied for

Application No. (for office):

INSTITUTEOF DEVELOPMENT STUDIES
8B JHALANA INSTITUTIONAL AREA, JAIPUR 302 004

APPLICATION FORM FOR THE POST of LIBRARIAN-CUM-DOCUMENTATION OFFICER

1. Name in full (in block letters):

2. Address for communication:
    (with full contact details including
    mobile no.and e-mail)

3. Permanent address:

4. Date of Birth & Age (in completed years as on 01/04/2023):

5. Gender:

6. Educational Qualifications

Examinations	Name of the Board/ University	Year of Passing	Percentage of marks obtained	Division / Class/ Grade	Subject	Regular/ Correspondence
Bachelor Degree						
Master Degree						
Any other						

7. Research Degree(s)

Degrees	Title	Date of award	University
M. Phil.			
Ph.D.			
D.Sc/D. Litt			
Any other			

8. Work experience

Designation/Position (also indicate permanent or temporary)	Organization	Period From	To	Duration Years/Months	Scale of Pay

Total Experience in Years -

9.　　(i)　　Present Position:

　　(ii)　　Present pay and allowances:

　　　　Scale of pay: Rs.

　　　　Basic Pay:

　　　　Allowance:

　　　　Gross salary: Rs.

10. Knowledge of languages (Mark 'Y' for Yes and 'N' for No)

Language	Read	Write	Speak
English			
Hindi			
Others			

11. Knowledge in the use of computer (including library software):
(Indicate 'Y' for Yes and 'N' for No)
If Yes, give details.

12. Organisational Membership: Please give details of the type of membership of academic/professional/other organisation.

13. **Publications in Library Related Domain**: Published books, Chapters in books, articles in referred Journals, and other publications (attach separate sheet for details).

Item	No.
Books (with ISBN)	
Chapters in Books	
Articles/Papers published in	
• Refereed Journals	
• Non-refereed but recognized and reputable journals and periodicals, having ISBN/ ISSN numbers.	
• Papers in Conferences/Seminars/ workshops etc. (Abstracts not to be included)	

14. Invited lectures or presentations for conferences/symposia: (attach separate sheet for details).

- National   -

- International   -

15. Special interests and/or any other information which you feel relevant to furnish:

16. Names and full addresses of two referees (with full contact details eg., mobile no. telephone no. and e-mail).

    1. Name -
       Address –

       Email -
       Phone No. /Cell No. -

    2. Name -
       Address –

       Email -
       Phone No. /Cell No. -

I certify that the particulars given by me in this application are true to the best of my knowledge and belief. I agree to abide by the decision of the Institute authorities regarding my suitability for employment.

Place:

Date:

                                                    Signature of Applicant