

**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
CENTRAL LIBRARY**

CIRCULAR

28/06/2017

Indian Institute of Technology Bombay, an Institute of national importance, invites applications for the Library Internees. The requisite qualification are given below:

Post Details	No. of posts and category	Qualification
Library Internee at Central Library, IIT Bombay Consolidated Pay Range: ₹ 12000 to ₹ 14000 (A monthly stipend of ₹ 12,000/- and ₹ 14,000/- will be paid to selected candidates having qualification of B.L.I.Sc. and M.L.I.Sc. Respectively.) Appt Type : Temporary for a period of 1 year Age Limit : 27 yrs	10 (1 SC, 2 OBC, 7 UR)	Essential Qualification B.L.I.Sc. / M.L.I.Sc. with minimum of 55% marks

General Information:

1. The Library Internship Programme is for a period of one year and they will be imparted practical training in the latest tools and techniques of information handling being used in the Central Library.
2. Selected candidates shall not have claim on any regular position and shall not bestow any of the privileges like housing, medical facilities and other benefits available to regular employees of the Institute.
3. The Institute reserves the right not to fill any of the advertised positions.
4. Candidates are advised to satisfy themselves before applying that they possess the minimum essential qualifications laid down in the advertisement.
5. Candidates who are awaiting for their final semester/year examination result can also apply but he/she must produce the final marks sheet with minimum of 55% marks at the time of written test / joining.
6. Candidate should ensure that they have requisite qualification from recognized Board/ University / Institute.
7. Eligibility of a candidate for the post applied shall be considered as on the last date of receipt

of the completed application form i.e. 19th July 2017.

8. The applications received in response to advertisement will be scrutinized and only short-listed candidates will be called for written test and interview. The prescribed essential qualifications indicated are bare minimum and mere possessions of same will not entitle the applicants to be called for written test and interview.
9. Final selection will be done on the basis of written test (weightage 90%) and interview (weightage 10%). A candidate is required to obtain 60% aggregate marks (55% in case of SC for the post reserved for SC category) in the written test and interview to be eligible for Internship.
10. Candidates seeking reservation benefits available for SC/OBC(NCL)/PwD must ensure that they are entitled to such reservation as per eligibility prescribed in GoI orders. They should also be in possession of the certificates in the format prescribed by GoI in support of their claim at the time of application. Candidates belonging to OBC category should submit their latest Non Creamy Layer (NCL) certificate issued by the competent authority of GoI.
11. Candidates seeking reservation for OBC (NCL) is required to attach a declaration, in addition to certificate in the prescribed format issued by the competent authority (**format enclosed at Annexure-I**).
12. Age relaxation for SC/ST/OBC(NCL) candidates is applicable only if the post is reserved for particular category as per rules. Age relaxation for PwD candidates is as per rules.
13. The age limit criteria will be relaxed for persons working in any department / section / unit / project of IIT Bombay for at least three years (220 days or more per year) and who have crossed the age limit criteria during the above period, provided that they have acquired the requisite qualification before reaching the prescribed age limit for the post.
14. Application without photograph, signature and necessary certificates in support of their application shall be summarily rejected.
15. No TA/DA will be paid to the candidates for attending the written test and interview.
16. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidates.
17. Decision of the Institute in all matters relating to the eligibility of the candidate, written test, interview and selection would be final and binding on all the candidates. No correspondence or personal inquiries shall be entertained.
18. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
19. Canvassing in any form will be a disqualification.
20. Candidates should send self attested copies of certificates in support of their qualification

(matriculation onwards), experience, Date of Birth, Caste Certificate etc. Original certificates should be produced at the time joining.

21. The applications may be sent sufficiently in advance to avoid postal delays.

Last date for receipt of completed prescribed application form (**format enclosed at Annexure-II**) to reach In-Charge, Central Library, Central Library, IIT Bombay, Powai, Mumbai – 400 076 is 19/07/2017.

DECLARATION

“I, son / daughter of
Shri resident of village / town /
city district state hereby declare that I
belong to the community which is recognized as a backward class
by the Government of India for purpose of reservation in services as per orders contained in
Department of Personnel and Training Office Memorandum No.36012/22/93-Estt. (SCT) dated
8.9.1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in
Column 3 of the Schedule to the above referred Office Memorandum dated 8.9.1993.”

Date:

Place:

Signature of the
Candidate

**Indian Institute of Technology Bombay
Central Library, Powai – 400 076**

Application Format

Application for Library Intern

**Please affix a
passport size
Photograph**

1. Name of the Candidate : _____
2. Father's / Husband's Name : _____
3. Permanent Address : _____

4. Address for Correspondence: _____

5. Telephone No. / Mobile No.: _____
6. E-Mail : _____
7. Caste : _____
8. Date of Birth & Age : _____
9. Educational / Professional Qualification : (In Chronological order from Secondary Class-X onwards)

Sr No.	Degree/ Diploma	Board /University	Year of Passing	% of marks	Division/ Class	Subjects

10. Experience:

Sr. No.	Organization	Period of Service		Post held	Scale of Pay	Nature of Duties
		From	To			

11. Knowledge of computer : _____

12. Name & Address of Two Referees:

I. _____

II. _____

Date :

Place :

(Name and Signature of candidate)

Enclosures: