



Ref. No.: BC/Advt. Librarian/2025/1141

Dated: 03-12-2025

Applications are invited in the prescribed format for the post of Librarian on deputation basis as per the details given below:

S. No.	Name of the Post	Pay Level	No. of Post	Max. Age Limit	Category	Method of Recruitment
1.	Librarian	10	01	56 Years	Open	Deputation

The last date for receipt of application is 19.12.2025.

Any addendum/Corrigendum shall be posted only on the Institute Website. It shall be the responsibility of the candidates to monitor the same.

Essential Qualification:

1. 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/digitalization of library.

2. Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the candidates registered for the Ph.D. Degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:-

- The Ph.D. degree of the candidate has been awarded in the regular mode;
- The Ph.D. thesis has been evaluated by at least two external examiners;
- Open Ph.D. Viva Voce of the candidate has been conducted;
- The Candidate has published two research papers from his/her Ph. D. work out of which at least one is in a referred journal;
- The candidate has presented at least two papers based on his/her Ph.D. work in Conferences/Seminars sponsored/funded/supported by the UGC/ICSSR/CSIR or any similar agency.

NOTE:

The fulfillment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

(ii) NET/SLET/SET shall not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

2: DESIRABLE:

PG Diploma in Library Automation and Networking or equivalent.

EXPERIENCE:

Officer under the Central / State Govt., PSUs, Statutory / Autonomous Bodies / University/ College / Institution.

- i) Holding analogous post or
- ii) ii) With 3 years' service in the pay band of Rs.9300-34800+Grade Pay Rs.4600 (Revised to Level-7 as per 7th CPC) or 5 years' experience in the grade pay of Rs.4200/- (Revised to Level-6 as per 7th CPC) or equivalent; and
- iii) iii) At least 07 years' experience in Library works in a reputed educational Institute.

JOB REQUIREMENT:

According to the report of Kathpalia Committee, University of Delhi, the job requirement of the post of College Librarian is as under:

1. Performing, supervising/controlling/monitoring the activities of the Library.
2. Planning and implementing new techniques and technologies and providing guidance to the Library Staff.
3. Correspondence and supervising all administrative and financial jobs, preparing budget proposals, Annual reports and Agenda notes for various committee meeting, etc.
4. Having Good IT knowledge with experience in handling medium size library independently.
5. Looking after the Library systems, Maintenance of books and data base, other regular Library procedures and other administrative work of the department.
6. Person should have good communication skills.
7. Technical qualification of Library Software will be an added advantage.
8. Performing and supervising all professional and technical work relating to books. periodicals, electronic database and other formats of documents, collection development: reference, documentation and information, services, information literacy and competency programmes, stack rectification and stock verifications, maintenance of stacks binding work, maintenance of library building and user facilities.
9. Planning and organizing ICT activities including content development.
10. Planning and organizing extension activities.
11. Assisting the Principal and all other Library matters including Planning, Organizing. Development and Research.
12. Providing the Internet access services and undertaking the maintenance of Hardware /Software and peripherals etc.
13. Arrangement of shift/holiday dues and attending the holiday/Sunday/Saturday duties as and when required.
14. Maintaining the discipline in the Library under his/her control and following the rules, regulations procedures.
15. In the College Librarian is overall administrative / professional in charge of the jobs /activities listed above and coordinating at all levels within and outside the system.
16. Any other jobs assigned from time to time by the Principal.

Note:

Persons who are on direct line of promotion in the cadre are not eligible for appointment on deputation basis. Similarly, deputation is not eligible for absorption. The selection will be made on the basis of performance in the interview and skill test (if required as per University rules).

GENERAL INSTRUCTIONS AND GUIDELINES:

1. The period of deputation is initially for a period of one year and may be extended or curtailed at the discretion of the competent authority. The Terms and Conditions of the deputation shall be as per DoPT/DU/UGC Guidelines issued in the regard. The said appointment can be terminated even before the expiry of the period mentioned without assigning any reasons thereof.
2. All the Candidates will be required to appear in an interview to adjudge their ability of expression and knowledge relating to their work as prescribed by the University of Delhi.
3. List of candidates short listed for interview will be notified on College website and Delhi University website. Interested candidates are requested to monitor on same.
4. The selection will be made on the basis of quality of ACRs and interview. Those on deputation are not eligible for absorption.
5. Candidates are required to submit the Disability Certificate in the format prescribed by the Government of India, Department of Personnel and Training vide OM No. 36035/3/2004-Estt (Res) dated 29.12.2005. The format is available on the website www.persmin.nic.in.
6. The candidates are required to submit the self-attested certificates of educational qualification, experience and other certificates along with the application form.
7. The following documents are to be enclosed along with the application form:
 - a) A No Objection Certificate to the effect that the concerned forwarding authority has no objection to the appointment of the applicant to the post applied.
 - b) Details of penalties, if any, imposed on the applicant during the last five years.
 - c) Integrity Certificate.
 - d) Vigilance clearance in respect of the applicant duly signed by the officer of appropriate level alongwith certified copies of ACRS/APRs for the last five years.

NOTE: Information at Point No. b, c and d above is to be furnished by the present employer of the applicant confidentially in a sealed cover addressed to the Principal, Bharati College, University of Delhi, C-4, Janakpuri New Delhi-110058.

CANVASSING IN ANY FORM WILL BE DISQUALIFICATION:

Online applications are invited in the prescribed Application Form at link <https://docs.google.com/forms/d/e/1FAIpQLScfrLpGSvOv2V7SfZlhuPpagCohJWb3D2Ow80WuFo1UVxlAag/viewform?pli=1>. Only shortlisted candidates will be called for interview College reserves the right to reject any or all applications/posts without assigning any reasons.

Sd/-
Prof. Saloni Gupta
Principal