

**JAMIA HAMDARD**  
**(Deemed to be University)**  
**HAMDARD NAGAR, NEW DELHI- 110062**

**“Accredited by NAAC in ‘A’ Category”**

**Recommended as an Institution of Eminence by Empowered Committee of Ministry of HRD, Govt. of India**

*Advertisement No.: NT-04/2021*

*Dated: 21.09.2021*

**ADVERTISEMENT FOR THE POST OF DEPUTY LIBRARIAN (ON CONTRACT BASIS) AND ASSISTANT LIBRARIAN (ON CONTRACT BASIS) IN JAMIA HAMDARD**

*Applications are invited from the eligible candidates for the One (01) post of Deputy Librarian and One (01) post of Assistant Librarian both on Contractual Basis on consolidated salary as per Jamia Hamdard.*

*The last date for the submission of applications is 05<sup>th</sup> October, 2021*

**Details of Qualifications and other Requirements:**

**1. Deputy Librarian (on contract basis)**

- i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.
- ii) Eight years' experience as an Assistant University Librarian/College Librarian.
- iii) Evidence of innovative library services including integration of ICT in library.
- iv) A Ph.D. Degree in library science/ Information science / Documentation Science/Archives and manuscript keeping/computerization of library.

**2. Assistant Librarian (on contract basis)**

- i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point -scale, wherever the grading system is followed)
- ii) A consistently good academic record, with knowledge of computerization of a library.
- iii) 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:-

- a) The Ph.D. degree of the candidate has been awarded in the regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) 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:

- (i) The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.
- (ii) NET/SLET/SET shall also 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

**Other Terms & Conditions:**

- Mere fulfilment of the minimum qualification and experience shall not entail a candidate to be short-listed for the interview.
- Jamia Hamdard reserves right to increase or decrease number of the vacancies and also may not fill up the few or all the vacancies as it may deem necessary in view of emerging circumstances. Jamia Hamdard may consider the candidature of the candidates who did not apply, if found suitable.
- Interview/interaction, if required, may also be conducted online.
- Canvassing in any form will lead to outright rejection of the applications.
- Incomplete applications in any respect will not be entertained by the Jamia Hamdard.
- No correspondence, whatsoever, will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview or selection.
- The applications for the position(s) may reach the office of the Assistant Registrar, Establishment Section, Jamia Hamdard, Hamdard Nagar, New Delhi - 110 062 on or before **05<sup>th</sup> October, 2021** through speed post/registered post/courier only, superscribing on the top of the envelope, the post applied with the subject, advertisement number & date. The application must accompany a fee of **Rs. 500/- (Rupees Five Hundred only)** in the form of Demand Draft drawn in favour of "JAMIA HAMDARD" payable at New Delhi. The application without the valid fee will not be entertained.
- Applications received after the last date will not be considered and no correspondence in this regard will be entertained.
- Candidates are advised to visit the website of Jamia Hamdard on regular basis ([www.Jamiahamdard.edu](http://www.Jamiahamdard.edu)) for updates, amendments, corrigendum (if any), will be placed on the Jamia Hamdard website only.

*NOTE: Applications for the positions may be submitted through proper channel, if applicable. In case there is a delay, the Applicant may submit an advance Copy of the Application. However, they have to submit NOC at the time of interview/Selection Committee.*

**Registrar**



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Please paste a self attested photograph.

**Application Form for Non- Academic Positions (Contractual Basis)**

1. Advertisement No. : .....
2. Post applied for : .....
3. Bank Draft No. : ..... Date: .....
4. Name : .....
5. Father’s/Husband’s Name: .....
6. Date of Birth: : .....
7. Marital Status : Married/Unmarried
8. Whether you belong to (please select) SC ..... ST ... OBC ..... Gen ..... PH .....  
(Attach Certificate, if belong to SC, ST, OBC or PH)
9. Nationality : .....
10. Permanent Address : .....
- .....
- .....
- Pincode: .....
11. Mailing Address : .....
- .....
- .....
- Pincode: .....
- Work Phone : .....
- Residence Phone : .....
- Email : .....

**12. Educational Qualifications (In choronogical order from Secondary School onwards)**

Degree	Subject(s) Specialization	Division or Equivalent	Percentage of Marks	Year	University/ Institution

\*\* Please attach attested copies of Certificates.

13. Employment Records:

(In. chronological order starting from the present job):

Name & Address of the employer	Designation of post held	Period		Nature of duties	Scale of Pay
		From	To		

14. Indicate the time required to join, if selected: .....

15. Any other information you may wish to add:

.....  
 .....

References (Please specify the names of two referees who should be responsible person and well acquainted with you for the last five years. If employed, one of the referees should be present or most recent employer.)

(a) Name : .....  
 Designation : .....  
 Address : .....

.....E Mail:  
 .....  
 Contact No. ....

(b) Name : .....  
 Designation : .....  
 Address : .....

E Mail: .....  
 Contact No. ....

16. Please attach extra sheet, if any (with hard copy of application only) indicating your suitability for this post.

.....  
 .....

**DECLARATION**

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If I am found to have concealed/distorted any material information my appointment shall be liable to be summarily terminated without notice/compensation.

Date:

.....  
 Signature of the Applicant