

Indira Gandhi National Tribal University

Amarkantak-484887 (M.P.)

(A Central University established by an Act of Parliament)

AdvtNo:- IGNTU/Rec.Cell/1052/2016

Date : 19/12/2016

Advertisement

The University invites applications for the following post from Indian Nationals possessing excellent academic record and relevant work experience. **Last Date of submission of complete Application form is 20/01/2017**

Sr.No.	Post & Pay Band	Vac. & Cat.	Max. Age	Eligibility
1	Librarian Rs. 37400-67000 (PB-4) + Academic Grade Pay Rs. 10000	One (UR)	Preferably below 55 years	Essential: A) (i) A Master's degree in Library Science/ Information Science/ Documentation with at least 55% of marks or its equivalent grade of 'B' in the UGC seven-point scale and consistently good academic record. (ii) At least 13 years as a Deputy Librarian in University Library or 18 years' experience as a College Librarian. (iii) Evidence of innovative Library service and organization of published work. (iv) Desirable: A M.Phil./ Ph.D. degree in Library Science/ Information Science/ Documentation/ Archives and Manuscript Keeping. OR B) Deputy Librarian completing service of 03 years in the AGP of Rs. 9000 and otherwise eligible as per conditions prescribed by the UGC Regulations, 2010 as amended from time to time. Note: Other conditions as per UGC Regulations, 2010 as amended from time to time.
2	Deputy Librarian Rs.15600-39100 (PB-3)+ AGP Rs. 8000 Rs. 37400-67000 (PB-4) + AGP Rs. 9000 (after three years of service)	One (UR)	Preferably below 55 years	Essential: i. A Master's Degree in Library Science/Information Science/ Documentation with at least 55% of the marks or its equivalent grade of B in the UGC seven point scale and a consistently good academic record. ii. Five years experience as an Assistant University Librarian/College Librarian. iii. Evidence of innovative library service and organization of published work and professional commitment, computerization of library. Desirable: M.Phil./Ph.D. Degree in Library Science/Information Science / Documentation /Archives and Manuscript-keeping /Computerization of Library. Note: Other conditions as per UGC Regulations, 2010 as amended from time to time.
3	Medical Officer Rs. 15600-39100 (PB-3) + Grade Pay Rs. 5400	One (UR) Preferably Women	40 Years	Essential: MBBS recognized by M.C.I. Desirable: Post Graduate Medical Qualification from a recognized Institution by the MCI. Preference will be given to experienced candidate. Working experience in a Hospital attached with a Medical College/ Corporate Hospital

GENERAL INFORMATION:

1) How to Apply:

- a. Duly filled-in-applications in prescribed format should reach to the following address by registered post/ speed post only before last date.

The Registrar

Indira Gandhi National Tribal University

Lalpur, Amarkantak, MP-484887

- b. The envelop should be supper scribed with **“APPLICATION FOR THE POST OF”**

2) Application Fees

- a. Rs.500/- (Rupees Five Hundred only) though bank challan which is available in the university website. You will have to download the challan, fill the same and deposit the fees to nearest branch of State Bank of India then send the University Copy of the Challan along with the Application Form.
- b. SC/ST and PH candidates need not pay any fee for application.

3) Documents to be submitted alongwith application:

- a. Self attested photocopies of certificates and marksheets of HSC examination and onward as required for essential qualifications.
- b. Self attested photocopies of certificates in the prescribed format of Govt. of India for claiming any types of reservation.
- c. Photo copies of other achievements & research.
- d. Photo copies of latest salary certificate, orders of previous employment, order of increment etc.
- e. Duly filled in API score index card certified by the competent authority (for the post of Librarian) along with the documentary evidences.

4) Other Conditions:

- a. Age relaxation is applicable as per Govt. of India norms.
- b. The qualifications regarding experience is relaxable at the discretion of Competent Authority in case of belonging to SC/SC if at any stage of the selection, the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill-up the vacancy reserved for them.

5) General Guidelines:

- a. Experience and qualification will be reckoned as on the last date of submission of application. Clear quality attested photocopies of all certificates pertaining to the educational, previous appointment, experiences, emoluments, publications, latest salary slips and research as mentioned in the respective tab of the application must be attached with.

- b. Candidates already in service should submit their application through proper channel failing which the application is liable to be rejected.
- c. The prescribed qualifications and experiences are minimum and the mere fact that a candidate possesses the same will not be entitled him/her to being called for interview. More stringent criteria may be applied for short listing the candidates to be called for interview. Application having higher qualifications and merit will be given preference.
- d. Canvassing in any form on behalf of any applicant will be liable to disqualify his candidature.
- e. University reserves the right not to fill up the vacancy advertised if the circumstance so warrant. The university also reserves the right to withdraw the advertised post at any time without giving any reason thereon. The number of vacancies notified is tentative. The university reserves the right to increase or decrease the number of advertised posts at any time of selection.
- f. Applications incomplete in any respect and not accompanied with relevant certificates/documents/photographs/copies of orders etc. as desired will be summarily rejected.
- g. Pay scales of posts are as per UGC norms and carry pay and allowances as admissible to Central Government employees.
- h. The ages of superannuation for all the posts are as per Govt. of India norms.
- i. A candidate who is found to have furnished any particulars which are false or to have suppressed material information will be disqualified and if appointed will be liable for dismissal without any notice.
- j. The candidates will have to present themselves for an interview if called for, at the place which will be intimated in due course. They must bring all the original certificates and testimonial at the time of interview. The candidate may have to appear of a written test before the interview.

Registrar