


**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**
**(A STATUTORY BODY OF THE GOVERNMENT OF INDIA)**

 Nelson Mandela Marg, Vasant Kunj, New Delhi-110 067  
 Ph. Nos. : 011-26131576-78, 80 Website: [www.aicte-india.org](http://www.aicte-india.org)

Applications are invited from the eligible candidates for filling up the following vacancies on direct recruitment basis:

- (a) Assistant Librarian (Vacancy-01), Group-'B', PB-2, ₹ 9300-34800+ GP ₹ 4600
- (b) Staff Car Driver, (Vacancy-01), Group- 'C', PB-1, ₹ 5200-20200+ GP ₹ 1900

The details of age limit, educational and other qualifications and proforma of application forms relating to the said posts are available in the AICTE website [www.aicte-india.org](http://www.aicte-india.org).<bulletin<jobs. Last date for the receipt of applications: 15.04.2017

Advt No. Admn/Estt/03(04)/2017 Member-Secretary, AICTE

8x8 = 64.0 sq.cm.


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10x7 = 70.0 sq.cm. Employment News



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Nelson Mandela Marg, Vasant Kunj, New Delhi-110067

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Advt No. Admn/Estt/03(04)/2017

The All India Council For Technical Education invites applications for filling up the vacancies in the grades of Assistant Librarian and Staff Car Driver on direct recruitment basis. The details of vacancies, age limit, educational and other qualification etc are as follows:

S.No	Name of post /Group/ pay scale	No. of vacancies	Age limit	Educational and other qualifications prescribed for direct recruitment
1	Assistant Librarian, Group 'B' Pay Band-2, Rs.9300-34800 Grade Pay Rs.4600 (pr-revised)	01	Not exceeding 35 years  (The upper age-limit shall be relaxable in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes and other specified categories of persons in accordance with the orders issued in this behalf from time to time by the Central Government)	(i) Degree from a recognized University or equivalent (ii) Bachelor Degree/ diploma or equivalent in Library Science from a recognized university or Institute or equivalent. (iii) Two years professional experience in a Library of standing and Diploma in Computer Applications from a recognized university or Institute or equivalent  <u>Desirable:</u> Master Degree in Library Science from a recognized University or equivalent.
2	Staff Car Driver Group 'C' Pay Band-1, Rs.5200-20200 Grade Pay Rs.1900 (pre-revised)	01	Not exceeding 40 years  (The upper age-limit shall be relaxable in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes and other specified categories of persons in accordance with the orders issued in this behalf from time to time by the Central Government)	(i) Class VIII Pass (ii) Possessing valid driving license for motor car. (iii) Five years driving experience of motor car. (iv) Knowledge of motor mechanism.

The candidates who are in Government Service shall send their applications through proper channel. The proforma of applications for the post of Assistant Librarian and Staff Car Driver are given in Annexure I and II respectively.

The application complete in all respects must be sent through proper channel to the Director (Admin), All India Council for Technical Education, Nelson Mandela Marg, Vasant Kunj, New Delhi- 110067, **latest by 15.04.2017**. Applications received after the last date and/or found to be incomplete in any manner or not submitted in the prescribed proforma will be rejected.

## PROFORMA

## APPLICATION FOR THE POST OF ASSISTANT LIBRARIAN

PART-A

Affix Recent  
Photograph

1.		Name of the Post								
2.		Name in Full (in block letters)								
3.		Father's / Husband's Name								
4.		Date of Birth								
5.		Age		_____ years		_____ months				
6.		Sex								
7.		Marital Status								
8.		Nationality								
9.	a	Address for correspondence (in block letters)								
	b	Pin Code								
	c	Telephone								
	d	E-Mail ID								
	e	Permanent Address (in block letters)								
	f	Pin Code								
10.		Category (Attach copy of certificate if you belong to SC, ST, PH or OBC)								
	a	SC								
	b	ST								
	c	OBC								
	d	Differently Abled								
	e	GEN								
11.		Educational Qualifications (In chronological order from the Bachelor's Degree and onwards)								
		Sr. No	Examination	Board / University	Year of Passing	Marks Obtained      Out of		% Marks	Division / Class	Subject's / Courses

Contd.../-



12.	Whether possesses Diploma in Computer Application					Yes/No
13.	Employment Record (details in reverse chronological order, starting with the last job)					
	Sl.No.	Designation	Name and address of organization	Pay scale/ Pay in Pay Band + GP (pre-revised)	Period of Service From / To	Nature of work and level of responsibilities

### **PART - C**

#### **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. At any time 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 Candidate

Place :

### **PART - D**

#### **FORWARDING AUTHORITY/ EMPLOYERS ENDORSEMENT**

This is to certify that Sh./Smt..... is working as..... from ..... in our department/institute/organization. The above details given by him/her are verified and found correct as per our records. It is further certified that no vigilance/disciplinary case and departmental enquiry is either pending or contemplated against him/her. The integrity of the officer is also certified.

Date:

Signature of employer with office stamp

Place :

### CHECK LIST

Sr.No.		Write Yes or No
1	Signature on the Application	
2	Affixed the photograph	
3	Attested Copies of all the Educational Certificates/ Diploma /Testimonials/ Experience Certificates	
4	Last Pay Slip	
5	Age Proof	
6	SC/ST/OBC/Differently Abled Certificate	
7	Forwarding form the employer (if any applicable).	
8	Any other (Please Specify)	

**Note : Attested copies of all the relevant documents must be attached with the Application.**

## ANNEXURE-II

## PROFORMA

## APPLICATION FOR THE POST OF STAFF CAR DRIVER

PART-A

Affix Recent  
Photograph

1.		<b>Name of the Post</b>	
2.		Name in Full (in block letters)	
3.		Father's / Husband's Name	
4.		Date of Birth	
5.		Age	Years Months
6.		Sex	
7.		Marital Status	
8.		Nationality	
9.	a	Address for correspondence (in block letters)	
	b	Pin Code	
	c	Telephone	
	d	E-Mail ID	
	e	Permanent Address (in block letters)	
	f	Pin Code	
10.		Category (Attach copy of certificate if you belong to SC, ST, PH or OBC)	
	a	SC	
	b	ST	
	c	OBC	
	d	Differently Abled	
	e	GEN	
11		Educational qualification - (Please attach a self attested copy of the certificate)	

Contd.../-

- |    |   |        |
|----|---|--------|
| 12 | Do you possess valid driving licence for motor car? (Please attach a self attested copy of the certificate) | Yes/No |
| 13 | Do you have knowledge of motor mechanism? If yes, please give details or attach any proof, if any           | Yes/No |
| 14 | Employment record   |        |

### **PART - C**

#### **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. At any time 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 Candidate

Place :

### **PART - D**

#### **\*FORWARDING AUTHORITY / EMPLOYERS ENDORSEMENT**

This is to certify that Sh./Smt..... is working as..... from ..... in our department/institute/organization. The above details given by him/her are verified and found correct as per our records. It is further certified that no vigilance/disciplinary case and departmental enquiry is either pending or contemplated against him/her. The integrity of the officer is also certified.

Date:

Signature of employer with office stamp

Place :

\* Applicable in respect of employees of the Government or governmental organizations

### **CHECK LIST**

Sr.No.		Write Yes or No
1	Signature on the Application	
2	Affixed the photograph	
3	Self-Attested Copies of Educational Certificates/ Testimonials/ Experience Certificates	
4	Last Pay Slip	
5	Age Proof	
6	SC/ST/OBC/Differently Abled Certificate	
7	Forwarding form the employee (if applicable)	
8	Any other (Please Specify)	

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