



JANKI DEVI MEMORIAL COLLEGE

(University of Delhi)

Sir Ganga Ram Hospital Marg, New Delhi-110 060, Ph.: 011-25787754

Email: jdmcollege@hotmail.com; Website: www.jdm.du.ac.in

Dated: 25-Jan-2017

Applications are invited for appointment to the following posts on purely contract basis initially for a period of six months:

SEMI PROFESSIONAL ASSISTANT (01-SC)

ESSENTIAL QUALIFICATIONS:

1. Graduate in any discipline with 50% marks.
2. B.Lib./BLIS with 50% marks
3. Course in Computer application at graduate or PG level or 6 month course in Computer application from a recognized institution.

DESIRABLE:

1. One year work experience in any academic/college library.
2. Familiar with Libsys or any other Library Automation Software.

CONSOLIDATED SALARY: Rs. 16,700/- per month

AGE LIMIT: 35 YEARS

MTS – LIBRARY (01-UR)

ESSENTIAL QUALIFICATIONS:

1. Passed 10th or equivalent examination from any State Education Board or Govt, recognized institution.
2. Certificate in Library Science/Library & Information Science from a recognized institution.

DESIRABLE:

1. Computer as a subject at Secondary level or Basic course in Computers from any institution.

CONSOLIDATED SALARY: Rs. 11,000/- per month

AGE LIMIT: 27 YEARS

Applications on prescribed form (attached) should reach the Principal, Janki Devi Memorial College, Sir Ganga Ram Hospital Marg, New Delhi-110060 on or before Wednesday, 15th February, 2017.

List of eligible applicants will be uploaded on the College website: www.jdm.du.ac.in by 21st February, 2017.

Date of Written Test (for Both SPA and MTS): Saturday 26th February, 2017 at 10:00 am

No separate intimation will be sent to the individual candidates for the Written Test. The Scheme of Examination for both the posts is enclosed. Any addendum/corrigendum shall be posted on the college website only. College reserves the right to change the nature and number of post or to cancel the selection process in part or full without assigning any reason thereof.

Swaripal

PRINCIPAL (OFFICIATING)

जानकी देवी मेमोरियल महाविद्यालय
Janki Devi Memorial College
सर गंगा राम हॉस्पिटल मार्ग नई दिल्ली-110060
Sir Ganga Ram Hospital Marg, New Delhi-110060

Scheme of Examination for Direct Recruitment to the post of Semi Professional Assistant

The following shall be the scheme of Examination, components of written test and its syllabus etc. for recruitment to the post of Semi Professional Assistant by direct recruitment.

A Scheme of the Examination:

Written test			Interview / Personality Test
Objective Type General Awareness (150 questions) Paper-I	Time 2 hours	Max. marks Allowed 150 Marks	Max. Marks Allowed 50 Marks
Descriptive Type Paper-II	Time 2 hours	Max. marks Allowed 100 Marks	
Total Marks (150+100+50)			300 Marks

B. Objective Type (General Awareness): The questions will be designed to test the ability of the General Awareness of the environment around the candidate and its applications in Library and Information Science, General English, Mathematical Ability and Computers.

C. Descriptive type: The questions will be designed to test the ability of the candidate's knowledge and awareness on Library and Information Science, and recent development in the field and on the following subjects.

Knowledge and application of Library and Information Science Procedures, rules & Regulations.

Knowledge of Computers with special reference to knowledge of Library Software Packages of Word Processing, Data Analysis Packages.

Note:

1. The questions shall generally be on the minimum qualification level of the post concerned.
2. There shall be no negative marking for wrong answers.
3. The minimum qualifying marks shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/PH category, in each section .i.e. Paper-I and Paper II of the test components.
4. Answer script of paper-II of a candidate would be evaluated only if he qualifies in paper-I of test components.
5. The minimum marks for Qualifying in the interview/ personality test shall be 50%.

Scheme of Examination for Direct Recruitment to the post of MTS Library

The following shall be the scheme of Examination, components of written test and its syllabus etc. for recruitment to the post of Library Attendants by the direct recruitment:

Scheme of Examination:

Written Test			
	Type of Examination	Time	Max. Marks allowed
Paper-I	Objective Type General Awareness etc. (75 questions)	1 hour	150
Paper-II	Descriptive Type	1 hour	100
Interview			50
Total Marks			300

1. Simple English, General Awareness and Mathematical Calculation of 8th standard
2. General awareness / Library aptitude.

Note:

1. The questions shall generally be on the minimum qualification level of the post concerned.
2. There shall be no negative marking for wrong answers.
3. The minimum qualifying marks shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/PH category, each section .i.e. Paper-I and Paper II of the rest components.
4. Answer script of paper-II of a candidate would be evaluated only if he qualifies in paper-I of test components.
5. The minimum marks for Qualifying in the interview/ personality test shall be 50%.