

**INDIAN INSTITUTE OF TECHNOLOGY
(INDIAN SCHOOL OF MINES)
DHANBAD**

No. 411002/11/2021-NFR

Dated: 19 July, 2022

NOTICE

With reference to the advertisement No. 411002/11/2021-NFR dated 31.12.2021 for recruitment of the post of Dy. Librarian and Assistant Librarian, all shortlisted candidates are hereby informed about the modalities and schedule of recruitment test(s) as under:-

| S. No. | Name of the Post | 27.08.2022 (Saturday) | 28.08.2022 (Sunday) | 29.08.2022 (Monday) |
|---------------|---------------------------------------|--|---|---|
| 1. | Dy. Librarian and Assistant Librarian | <p>Step I: Written Test [Objective type] : 80 MCQs OMR based, which may cover the followings (80 Marks):</p> <p>i) Library and Information Science.</p> <p>ii) Library Automation; Establishment & Maintenance of digital Library</p> <p>iii) Library Administration including surveillance, security & safety of library resources.</p> <p>iv) Procurement of books & journals (print and e-Resources).</p> <p>iv) Fundamental Rules, Supplementary Rules & General Financial Rules</p> <p>(1 hour and 30 minutes duration) [10:00 AM – 11:30 AM]</p> <p>Step II: Computer Proficiency Test: hands-on Practical in MS Office [Word, Excel, and PPT] (20 Marks). (30 minutes Duration) [3:00 PM – 3:30 PM]</p> | <p>For Dy. Librarian</p> <p>Document verification [09:00 AM - 10:00 AM]</p> <p>Presentation & Interview 10:00 AM onwards</p> | <p>For Asstt. Librarian</p> <p>Document verification [09:00 AM - 10:00 AM]</p> <p>Presentation & Interview 10:00 AM onwards ---- ---</p> |

The candidates will be shortlisted for Document verification followed by Presentation and Interview as per the following criteria:-

(i) Deputy Librarian

The candidates obtaining the minimum 40% marks in each Step (Written test and CPT) shall be shortlisted for Presentation and Interview.

(ii) Assistant Librarian

Maximum 12 candidates in order of merit, subject to scoring minimum qualifying marks which is as under:

UR: Minimum 40% marks [in each Step - Written test and CPT]
OBC: Minimum 35% marks [in each Step - Written test and CPT]

Shall be shortlisted for Presentation and Interview.

If OBC candidates in the said list is less than 4, the OBC candidate(s) below merit no. 12 may be shortlisted in Presentation and Interview subject to scoring the minimum qualifying marks i.e. 35% in each step.

Similarly, if no. of candidates qualified at UR standards is less than 8 in the top 12 candidates, additional candidates of UR category may be shortlisted from the list below no. 12 for Presentation and Interview subject to scoring the minimum qualifying marks i.e. 40% in each step.

In case, the marks obtained by two or more candidates is same as that of marks of the 12th candidate in order of merit, all such candidates may be shortlisted for Presentation and Interview.

Document Verification:-

The candidates shortlisted on the basis of the performance in Written test and CPT, will be required to present the certificates in original including date of birth certificate, mark sheet & pass certificates of educational and technical qualifications, caste certificate, experience certificate, 'No Objection Certificate' from the present employer (if they are employed in Govt. organization/ Institute/ Autonomous Body) etc. as mentioned in the advertisement in support of their eligibility, failing which, they will not be allowed to appear in stage -II (Presentation and Interview).

Stage – II (Presentation and Interview)

Candidates qualified for presentation & interview will be required to give a power point presentation of not more than 05 slides on any topic related to their area of experience relevant to the post for a maximum duration of 10 minutes.

Final merit list of the candidates will be prepared on the basis of their performance in the Presentation and Interview.

Admit cards for the recruitment test(s) for the post of Dy. Librarian and Assistant Librarian may be downloaded from the recruitment portal on or after 19.08.2022.

Registrar (Actg.)

To,
Webmaster – for uploading on the website of the Institute.