



From : THE REGISTRAR

Lr.No.1529/MII/2016

Dt: 17-04-2017

To

All the Registrars of all Universities in A.P.,
The Principals of all Government Medical / Dental Colleges in A.P.,

Sir / Madam,

Sub:- Dr. NTRUHS: ADMIN: - Filling up the post of Asst. Librarian in
Dr. NTR University of Health Sciences, Vijayawada – On
deputation basis - Reg.

Ref:- Orders of the Vice-Chancellor, dated 12.04.2017.

&&&

I am by direction to invite applications from eligible and suitable candidates for filling up of (1) one post Asst. Librarian, University service non teaching post in the pay scale of ₹ 22460 – 66330 (RPS 2015) in Dr. NTR University of Health Sciences, Vijayawada on deputation basis. Details of the eligibility conditions etc are given in the **Annexure – I**.

Applications of only such candidates will be considered as are routed through proper channel and are accompanied with Bio-Data (in triplicate) as in the proforma **Annexure – II**.

It is, therefore, requested that the applications of suitable an eligible candidates for the post may please be sent to Dr. NTR University of Health Sciences, Vijayawada – 520 008 A.P. within **30 days** from the date of issue of the circular. Unsigned / incomplete applications, not submitted through proper channel or those received after the last date, shall not be considered.

Conti....2

..2..

It is requested that wide publicity may be given to this vacancy circular and the vacancy may please be circulated among all the Universities and Government Medical / Dental Colleges in the State of Andhra Pradesh.

Encl: as above

Yours Faithfully,


REGISTRAR 3/4

Copy to PS to VC / PA to Registrar, Dr. NTR UHS., VJA.

ఎన్.టి.ఆర్. ఆరోగ్య విజ్ఞాన విశ్వవిద్యాలయం

ANNEXURE - I

Name of the Post: Assistant Librarian

Number of Posts: 01 (One)

Qualification of the Post: A University service non teaching post

Scale of Pay: 22460 – 66330, as revised from time to time.

Age: Should not be more than 50 years
as on date of application.

Eligibility Criteria:

1. At least a second class degree (55%) in library science from any recognized University.
2. PG diploma in computer applications from any recognized University/ institution.

Experience Required / Desirable:

Must have an experience of two years as Asst. librarian or equivalent in any academic institution is desirable.

Knowledge in Digital Library & E-journals will be an added advantage.

Term of Office:

He /She shall be on deputation initially for a period of one year to be extended for further period of two years and is governed by University byelaws and statutes.

Duties and Responsibilities:

1. He /She shall work under the direct supervision of the librarian / Digital Library Coordinator and assist them in all their activities.
2. He / She shall perform such other duties as may be assigned by the Rector in the interest of the University.

ANNEXURE – II

APPLICATION FORM FOR THE POST OF ASSISTANT LIBRARIAN

1. Name of the Applicant:
(in BLOCK LETTERS as in qualifying examination)

Affix recent
passport size
photo (Colour or
Black & White)

2. Father's/Husband's Name:

3. Date of Birth:

4. Date of entry into service & Pay scale:

5. Educational Qualifications:

Sl. No.	Examination passed	Year of passing	% of Marks obtained	Division

6. Address for correspondence:

7. Experience/ Service particulars:

Place:

Date:

Signature of the Applicant

Certification by the Employer / Controlling Authority

The information / details provided in the above application by the applicant are true and correct as per the fax available on records. He / She possesses education qualification and experience mentioned in the vacancies circular. If selected he / she will be relieved immediately.

**Signature of the employer / Controlling Authority
with seal**