



Tel No.- 011-46060506/556

**SHRI LAL BHADUR SHASTRI NATIONAL SANSKRIT UNIVERSITY  
(CENTRAL UNIVERSITY)**

**B-4, QUTAB INSTITUTIONAL AREA NEW DELHI-110016**

No.F.5(99xLib Trainee)/LBSNSU/Lib/2024/1297

Dated: 02.02.2024

**NOTIFICATION**

Applications are invited from the eligible candidates for the engagement of Library Professional Trainees/Interns on contract basis in the Central Library of Shri Lal Bahadur Shastri National Sanskrit University, New Delhi as per the eligibility criteria and other terms and conditions mentioned below.

**Number of positions: 04 (tentative)**

**Essential Qualifications:-**

- Bachelor of Library and Information Science(BLIS) or Diploma in Library Science(2 years) or equivalent examinations passed in regular mode from a recognised institute/university with first division.
- Knowledge of MS office, LMS and IT applications in the Library

**Desirable Qualification:-**

- Master of Library & Information Science (MLIS) or equivalent examinations passed in regular mode from a recognised Institute/University with first division.
- Knowledge of Sanskrit

**Age Limit:** Not Exceeding 30 Years ( on the closing date)

**Stipend:**Rs.20,000/- per month(consolidated).

**Selection Procedure:**

The selection of trainees will be made based on written test followed by skill-cum-interaction test. Combined scores of both written and skill tests will be reckoned to prepare the merit list of the applicants.

**Duration of Engagement/Traineeship:-**

The internship position will be temporary for one year from the date of joining. The trainee is required to work six days a week and may also be required to work in shifts on a rotation basis. The competent authority may renew the engagement /contract each year for upto three years depending upon the performance and recommendations of the Central Library. Services of a trainee are liable to be terminated with one months written notice by either side.

**Nature of Training:**

Selected trainees will get an opportunity to work in all the sections of the Central Library. The respective unit in charge will regularly monitor the trainees performance. Trainees will be required to accomplish any other work as and when assigned by the Assistant Librarian/Library Incharge of the Central Library.

**Leave:** During the traineeship period, the trainee can avail of paid leave for two days a month. Unavailed leave will not be allowed to carry forward and no leave encashment will be entertained.

**Certificate:** A proficiency certificate will be issued to trainees after they submit a brief report/feedback.

**How to Apply:**

1. Interested candidates who fulfil the essential qualification and wish to work on the prescribed terms and conditions mentioned above may submit the online application form available on the SLBSNSU website. New Delhi, attaching the required certificates supporting age, category, qualification, and marks on or before the last date.
2. Candidates must bring a hard copy of the duly filled online application form with a recent passport-size photograph and self-attested copies of all the supporting documents at the time of the written examination and skill test. Candidates must also carry the original documents for verification purposes.
3. Only the eligible shortlisted candidates will be informed through e-mail about the date and time of the written examination and skill-cum-interaction test.

4. Incomplete applications will summarily be rejected, and no further communication will be made.
5. Candidates may ensure they fulfil all the requisite criteria before applying.
6. Those who have already taken/undergone training need not apply. The selected candidates will be required to furnish an undertaking that they have not attended library traineeship/apprenticeship/internship at other institutions/universities.

**General Information:**

1. The tenure of the traineeship/internship is limited to one year only. After the tenure/term expiry, engagement shall stand terminated automatically unless the same is extended in writing by the SLBS National Sanskrit University, New Delhi. No separate notice will be served to trainees on the completion/termination of the traineeship.
2. The competent authority may renew the engagement up to a maximum period of three years only on a year-wise basis, depending upon the trainee's performance.
3. The internship/traineeship engagement is purely temporary, and the trainees will not have any claim for any permanent appointment/regularization in the Shri Lal Bahadur Shastri National Sanskrit University, New Delhi, during or after the training period.
4. The competent authority of the university reserves the right to terminate the engagement at any time without serving any notice or assigning any reason thereof.
5. The selected trainees will be required to work six days a week, during holidays and in shifts on a rotation basis per the requirement of the Central Library.
6. The monthly payment, including all pre-requisite benefits, is consolidated throughout the engagement period. No other allowances or benefits are admissible to the selected trainees.
7. The candidates must possess the prescribed essential qualification on or before the closing date of submitting the online application.
8. Candidature/contract of candidates furnishing false certificates or suppressing/submitted fake/fabricated/incorrect information shall be liable for termination/disqualification/rejection at any stage.
9. Candidates must apply through online mode only by using the provided link. Incomplete applications in any respect will not be considered.
10. Candidates must bring a hard copy of the duly filled online application form with a recent passport-size photograph and self-attested copies of all the supporting documents at the time of the written examination and skill test. Candidates must also carry the original documents for verification purposes.
11. Only the eligible shortlisted candidates will be informed through e-mail about the date and time of the examination.
12. The selection of the candidates will be based on their performance in written and skill test.
13. Mere fulfilling the essential qualification does not guarantee selection.
14. Canvassing or personal follow-up to influence the selection process of library trainees by and on behalf of any candidates shall lead to immediate cancellation/rejection of candidature.
15. No TA/DA will be paid to candidates either to attend the selection process or to join the traineeship by SLBSNSU, New Delhi.
16. The trainees will not be provided with any quarters/hostel accommodations/transport by SLBS National Sanskrit University, New Delhi, during the training/engagement period.
17. In any dispute, the legal jurisdiction shall be that of the Hon'ble High Court of Delhi.

The last date of receipt of online application in the prescribed format is 16.02.2024.

  
Assistant Registrar(Admn-II)

**Copy to:-**

1. System Administrator (Computer Centre) with a request to place this notification on the website of the University for information of all concerned.
2. Deputy Registrar (Accounts & Development)
3. OSD to V.C
4. P.S to V.C/Registrar(i/c)/Finance Officer
5. Concerned File

  
Assistant Registrar(Admn-II)