

Prasar Bharati
(India's Public Service Broadcaster)
External Services Division
All India Radio

Notice

No. ESD/Co/Lib/2018-19

Dated : 07.08.2018

The External Services Division (ESD) of All India Radio proposes to engage two contractual Librarian Information Assistant (LIA) as per the provisions of the contractual engagement policy of Prasar Bharati initially for a period of one year as per following details.

1. Number of candidates to be engaged-2

2. Qualification- Essential:

- i. Graduation with diploma in Library Science. Or
- ii. Graduate with diploma in Library science with 2 years experience in computer archival system.

3. Job Profile

- i. Books keeping and managing storage of Media.
 - ii. To create a Library data base through Library authentication software developed by NIC.
 - iii. Complete cataloguing with bar code and classification of stocks
 - iv. Weeding out the worn out and stocks.
 - v. Liaison with other libraries to obtain books on loans etc.
 - vi. Day to day management of Library, such as purchase of News papers/ Magazines, issues of books and CD's etc to staff.
4. Remuneration- Rs. 17000/- (per month consolidated)
 5. Age-21-35 years.
 6. Last date of submission of Application 31.08.2018 5 PM.

Eligible candidate may apply on a plain paper enclosing therewith a copy of resume and copies of the relevant documents in respect of educational qualification etc. Along with two latest colour photographs. The application may be sent to the Assistant Director(P), Room No. 401 New Broadcasting House, All India Radio, Parliament Street, New Delhi-110001.

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7. Place of work: External Services Division (ESD), All India Radio, New Delhi.

The applicant should be residing in NCR Delhi.

Selection of LIA will be done by a selection committee of AIR, through written test followed by personal interview for those qualify in the written test, short listing will be done by the selection committee based on the combined ranking in written test and interview, on the basis of merit a panel will be prepared and engagement shall be offered. The remaining qualified candidates of any will be waitlisted. The panel will be valid for one year. Selected candidates will have no claim or right what so ever for extension of the contract or for regular 'employment' with AIR.