

**DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH AKOLA
UNIVERSITY LIBRARY.**

**ADVERTISEMENT FOR FILLING THE POST OF TECHNICAL ASSISTANT ON
PURELY CONTRACTUAL BASIS.**

No. Lib/Adv-01/Tech-Astt./190/2024

Dt. 06/03/2024

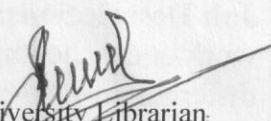
The eligible candidates are invited to attend the **Walk-In Interview on dated 15/03/2024 at 11.30 a.m.** for the post of **Technical Assistant** purely on a Contractual Basis for a period of 11 months only.

Sr. No.	Name of the Post.	No. of Posts
01	Technical Assistant	02

Essential Qualifications.:

Sr. No.	Essential Qualifications
01	The candidate must have passed any Graduate with a Postgraduate in M. L. I. Sc. With a minimum of 55% of Marks from any recognised University. Knowing using any Library Software especially KOHA, SOUL, SLIM, Libsys, or any other library software. The candidate must have knowledge of using a computer with different applications of MS Office along with typing in English and Marathi and knowledge of using One Drive and Teams applications. The candidate should know the working of university office work.
02	Job Descriptions: The Contractual Technical Assistant shall directly work under the university librarian. He / She must have to perform the different in-house keeping operations of the university library like accessioning, classification, cataloguing of books, data entry of reading materials in Koha ILMS, checking of metadata of thesis of M. Sc., M. Tech., & Ph. D. thesis & uploading the same in KrishiKosh E-Thesis Repository and Shodhganga E-Thesis Reservoir of India, creation of membership of students in KOHA ILMS, Issuing & returning of books using KOHA ILMS. Library office-related work and other work-related work given by university librarian from time to time.
03	Emoluments: -Contractual Technical Assistant Fixed Emolument of Total Rs.25,000/- Per Month.
04	Other Terms and Conditions:-
4.1	The candidate should submit the application in hard copy strictly on A4 size paper only in a given format along with self-attested photocopies of the documents in an envelope on which there should be written Application for the post of Technical Assistant. and should reach the same on or before 13/03/2024 up to 6.00 p.m. by post or speed post or in-person. The applications sent through e-mail shall not be considered at any conditions.
4.2	After scrutiny of the applications only shortlisted candidates will be communicated and called for an interview by email or WhatsApp only. No interview call will be sent by post or any other way. At the time of

	the personal interview, the candidate needs to show their original all required documents for verification of the same.
4.3	The appointment will be on a purely contractual basis for 11 months only from the date of joining, and the incumbent shall not have any claim for regular appointment under Dr. PDKV, Akola.
4.4	The term of appointment will be co-terminus with the filling of permanent regular posts or period of completion of tenure or based on the performance of the candidates whatever is earlier.
4.5	No TA/DA will be provided for appearing in the interview.
4.6	No accommodation will be provided.
4.7	The consent letter will be stand terminated after completion of the period of 11 months from the date of appointment.
4.8	Candidates should submit and bring the documents about date of birth, Educational qualification as described above, Experience certificate if any, and Self-attested copies of all the documents. Caste Certificate, Caste Validity, and any other relevant document concerned with the claim.
4.9	The selected candidate shall have to join the assignment physically at the office within seven days from the date of issue of the consent order, failing which the order shall be treated as cancelled.
4.10	There may be changes in place, date and time of interview, or cancellation of interviews.
4.11	Canvassing in any way for the selection of the said post shall disqualify the candidature without giving any reason.


 University Librarian,
 Dr. Panjabrao Deshmukh Krishi Vidyapeeth,
 Akola

DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA.
UNIVERSITY LIBRARY.

Affix here
latest
passport size
photograph.

Application for the post of: _____

Sr. No.	Particulars													
01.	Name of the Candidate (In Block Letters)													
02.	Application for the post (Please write name of post.)	Contractual _____												
03.	Advertisement No. & Date	No. _____ Date: - _____												
04.	Date of Birth (In figures)	Years		Months		Days								
	Date of Birth (In words)													
05.	Age as on	Years		Months		Days								
06.	Father's / Husband's Name													
07.	Martial Status													
08.	Nationality & Religion													
09.	Category and Cast													
10.	Postal Address for Correspondence with PIN													
									WhatsApp No.				Adhar No.	
									E-mail address: - _____					
11.	Educational Qualification (10 th Onwards and additional certificate courses/ diplomas/ degrees. Start from a higher degree.													
	S. N.	Examination or Degrees	Name of Uni. / Board	Class or Division	% of Marks	Years of Passing	Subject Specialization							
	1.													
	2.													
	3.													
	4.													
	5.													
	6.													
	7.													
12.	Award / Recognition education							Year						
	Details of Award / Recognition													
	1.													
	2.													
	3.													
13.	Employment Record.													
	Name & address of the employer		Post held and Duties performed		Period		Total Experience							
					From	To	Years	Months Days						

14	Details of Publications					
	19.1 Research Papers/Review Articles					
	Authors	Title	Name of Journal & ISSN No.	Year of Publication	Vol. No. Issue No. Page No.	Impact factor
1.						
2.						
3.						
4.						

Note: - Enclosed attested Xeroxed copies of relevant documents.

DECLARATION

I solemnly declare that the above statements made by me are correct to the best of my knowledge and belief and I have attached all the relevant documents corresponding to statements. I have read all the terms and conditions given in the advertisement thoroughly and also clearly understand that my duties/service are liable to be terminated without any notice, at any time during the course of the period, if the forgoing information or any part thereof furnished by is found to be wrong or suppressed or my work is found unsatisfactory. Furthermore, I hereby declare that I will not claim for regular recruitment for the said post under Dr. PDKV, Akola if selected for above temporary posts.

Date: -

Place: -

(Name & Signature of the Candidate)