

UNIVERSITY LIBRARY
DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH, AKOLA

WALK IN INTERVIEW

On Date 26.05.2026

Reporting Time: 10.00 AM

NOTIFICATION FOR THE POST OF TECHNICAL ASSISTANT FOR LIBRARY (CONTRACTUAL)

Applications are invited from the eligible candidates for the post of Contractual Technical Assistant in University Library, Dr. PDKV, Akola.

Sr. No.	Name of the post	No. of Post	Essential Qualification	Remuneration
1	Technical Assistant	02	<p>1. Master's Degree in Library and Information Science (M.L.I.Sc.) from recognised university. (Higher qualifications will be preferred)</p> <p>2. Minimum two years of work experience in any organization, with experience in handling of database management and experience of digital library systems.</p> <p>Desirable:</p> <p>1. Proficiency in using library management software, particularly KOHA ILMS or similar systems.</p> <p>2. Working knowledge of computers, including applications of MS Office, along with typing proficiency in English and Marathi.</p> <p>3. Candidates with relevant experience and knowledge of library automation, e-office file movement, uploading the documents on webpage, digital library, and information management will be preferred.</p>	Consolidated Rs. 25000/- per month

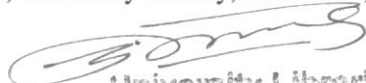
The appointment will be purely on a **contractual basis for a period of eleven months on a consolidated pay**, and the incumbent shall not have any claim for regular appointment under any circumstances.

Job Description

1. He/She must perform various in-house library operations, including accessioning, classification, and cataloguing of books.
2. Responsible for data entry of reading materials in the KOHA (ILMS), verifying metadata of M.Sc., M.Tech., and Ph.D. theses, and uploading them to the KrishiKosh E-Thesis Repository and Shodhganga E-Thesis Repository of India.
3. Creation of student memberships in KOHA, as well as issuing and returning books through the system.
4. Perform any other library-related duties assigned by the University Librarian from time to time.

Other Conditions:

1. The Term of Appointment will be Co-terminus with the filling of permanent regular post or period of completion of tenure or based on the performance of the candidate whatever is earlier.
2. The candidate 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 along with passport size photo.
3. 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. There may be changes in place, date & time of interview, or cancellation of interview.
5. Any attempt, by the candidate, either directly or indirectly to influence the Selection Committee or other authorities of the University will disqualify the candidate for the post.
6. Evidence of Experience and Degree/Diploma Certificates should be brought in original at the time of interview. Self-attested Copies of Certificates, Mark-Sheets, Testimonials, etc., should be attached with the application and must be produced at the time of interview and at the time of joining, if selected. The Selected candidate shall produce, in original, the Matriculation or equivalent certificates as proof of the date of birth. No other evidence will be accepted.
7. No interim queries regarding interview/ selection will be entertained.
8. No TA/DA will be given for attending interview.
9. Only such of those applications which are satisfying the eligibility criteria alone will be considered.
10. The candidate selected for the Technical Assistant post should work as per the work allotted by the University Librarian.
11. The filled-in Application should be submit to "The University Librarian, University Library, Dr. PDKV, Akola.


University Librarian
Dr. Panjabrao Deshmukh Krishi Vidyapeeth,
AKOLA

UNIVERSITY LIBRARY
DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH,
AKOLA

Photo

APPLICATION FORM

1.	Name of the Candidate (In block letters)							
2.	Application for the post		Technical Assistant (On Contractual Basis)					
3.	Aadhar No.							
4.	Date of Birth (In figures)		Year		Month		Day	
	Date of Birth (In words)							
5.	Age as on 26/05/2026		Year		Month		Days	
6.	Father's/Husband's Name							
7.	Marital Status							
8.	Nationality & Religion							
9.	Category and Caste							
10.	Postal Address for Correspondence with Pin Code							
			Mobile No. (Whatsapp):					
	Email:							
11.	Educational Qualification (Degree Onwards)							
	S.N.	Examination or Degree	Name of University / Board		Class or Division	Percentage of Marks / CGPA	Year of Passing	Subject/ Specialization
	1							
	2							
	3							
	4							
	Title of M.LISc. Thesis/Dissertation:							
	Title of Ph.D. Thesis:							
12.	Details of NET exam passed (ARS/CSIR-UGC/SET)							
	S.N.	Name of Examination	Name of Agency		Marks if any	Year of Passing	Subject/ Specialization	
	1							

13 Experience if any							
	S.N.	Post Held	Institute / University / College	Year of Experience			Nature of Duties
				Years	Months	Days	
14 International Exposure:							
	Details of international exposure:						Year
1							

DECLARATION

I solemnly declare that the statements made above are true and correct to the best of my knowledge and belief. I have attached all relevant documents in support of the information provided. I have carefully read and understood all the terms and conditions mentioned in the advertisement thoroughly.

I also understand that my services are liable to be terminated without prior notice at any time during the engagement period if any information furnished by me is found to be incorrect, false, or suppressed, or if my performance is found to be unsatisfactory.

Further, I hereby declare that I will not claim regular appointment to the said post under Dr. PDKV, Akola, if I am engaged on a temporary basis for the above-mentioned position.

Date:

Place:

(Name & Signature of the Candidate)