

## Eligibility Criteria/ Qualifications for Assistant Adviser

Name of the Post	<b>Assistant Adviser</b>
Category	Group A
Scale of Pay	15600-39100+6000 (AGP) (PB-3)
Mode of Recruitment	Direct recruitment
Period of Probation	Two year
Age Limit	35 years, relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>(1) Persons with good academic record with first or high second class Masters Degree In the relevant field or an equivalent degree of a foreign university; AND</li> <li>(2) A Doctorate of an Indian or foreign university with published research work of a high standard</li> </ol> <p><b>Or</b></p> <p>Atleast five years experience in the field of higher education assessment and accreditation.</p>

## Eligibility Criteria/ Qualifications for System Analyst

Name of the Post	<b>System Analyst</b>
Category	Group A
Scale of Pay	15600-39100+5400 (GP) (PB-3)
Mode of Recruitment	Direct recruitment
Pay and allowance	As per GOI rules
Period of Probation	One year
Age Limit	35 years, relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>(1) A good academic record and <b>MCA/B.Tech/B.E.</b>(Computer science/information technology) with the minimum 55% marks. Proven knowledge of relational database management software such as MS SQL server and Oracle/ERP/accounting software.</li> <li>(2) At least 5 years experience and knowledge of designing and developing client/server applications/system administration of servers, working on operating systems such as MS Windows (latest) and Linux/UNIX troubleshooting local area network (LAN). Non-and skill in application programming and systems analysis and related programming support functions.</li> </ol>

## Eligibility Criteria/ Qualifications for Assistant Librarian

Name of the Post	<b>Assistant Librarian</b>
Category	Group B
Scale of Pay	9300-34800+4200 (GP) (PB-2)
Mode of Recruitment	Direct recruitment
Period of Probation	One year
Age Limit	35 years, relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>(1) Master's degree in Library Science/Information Science/Documentation science with at least 55% of marks or its equivalent grade where the grading system is practiced</li> </ol>

	<p>and a consistently good academic record with knowledge on computerization of library work experience in library in ICT and database management</p> <p><b>Desirable:</b> A Ph.D degree in library science/information science/documentation science or allied sciences.</p>
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## Eligibility Criteria/ Qualifications for Assistant (Publication)

Name of the Post	<b>Assistant (Publication)</b>
Category	Group B
Scale of Pay	9300-34800+4200 (GP) (PB-2)
Mode of Recruitment	Direct recruitment
Period of Probation	One year
Age Limit	30 years, relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>(1) Masters degree with 2<sup>nd</sup> class in Hindi or English with the other language as a main subject at the degree level</li> <li>(2) Three years experience in a reputed book publishing/printing organisation</li> </ol> <p><b>Desirable:</b> Diploma in printing technology/DTP, linguistic aptitude and command over English and Hindi languages</p>

## Eligibility Criteria/ Qualifications for Junior Semi Professional Assistant

Name of the Post	<b>Junior Semi Professional Assistant</b>
Category	Group C
Scale of Pay	5200-20200+1900 (GP) (PB-1)
Mode of Recruitment	Direct recruitment
Period of Probation	One year
Age Limit	25 years relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>(1) A Bachelor's degree from a recognized university, with at least 55% marks or its equivalent.</li> <li>(2) Experience of not less than one year in library/accounts/data entry and record maintenance</li> </ol>

## Eligibility Criteria/ Qualifications for Technical Assistant

Name of the Post	<b>Technical Assistant</b>
Category	Group C
Scale of Pay	5200-20200+2800 (GP) (PB-1)
Mode of Recruitment	Direct recruitment
Period of Probation	One year
Age Limit	30 years relaxable by five years for employees of central and state government and autonomous bodies and universities

Educational and other qualifications	<b>Essential:</b> (1) A Bachelor's degree with at least 55% marks from a recognized university or Diploma in Electronics and Communication. <b>Desirable:</b> (2) Three years experience in relevant technical field (3) knowledge of computers essential
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## Eligibility Criteria/ Qualifications for Library Assistant

Name of the Post	<b>Library Assistant</b>
Category	Group C
Scale of Pay	5200-20200+1900 (GP) (PB-1)
Mode of Recruitment	Direct recruitment
Period of Probation	One year
Age Limit	25 years relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<b>Essential:</b> (1) A Bachelor's degree from a recognized university with at least 55% marks or its equivalent (2) experience of not less than one year in library/accounts/data entry and record maintenance

## Eligibility Criteria/ Qualifications for Driver

Name of the Post	<b>Driver</b>
Category	Group C
Scale of Pay	5200-20200+1900 (GP) (PB-1)
Mode of Recruitment	Direct recruitment
Period of Probation	One year
Age Limit	25 years relaxable by five years for employees of central and state government and autonomous bodies and universities
Educational and other qualifications	<b>Essential:</b> (1) 10+2 pass or its equivalent from a recognized school or institution (2) possession of a valid driving license of the 4 wheeler motor vehicle and maintenance ability to rectify minor defects in the vehicle (3) the driving test will be conducted by the government of India authorized agency