

मौलाना आज़ाद नेशनल उर्दू यूनिवर्सिटी

مولانا آزاد نیشنل اردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in 1998)

(Accredited 'A' Grade by NAAC)

Establishment & Recruitment Section -II



Walk –in-Interview for engagement of Library Assistant
(on short-term contractual basis)

The University proposes to engage the services a suitable person as **Library Assistant** for its Saiyid Hamid Library at Gachibowli main campus, Hyderabad on short-term contractual basis. The minimum eligibility conditions, experience, salary etc are as under:

Educational Qualification:

1. Bachelor's degree in Library & Information Science or equivalent from a recognized University.
2. Typing speed of 30 words per minute in English
3. Knowledge of Computer Applications.
4. Knowledge of Urdu and English in reading and writing.

Age: Preferably below 30 years.

Period of engagement: On short-term contract basis, initially for a period of six months, further extendable on the basis of performance evaluation and requirement.

Salary: ₹10,000/- to ₹15,000/- per month depending on qualification and experience.

Date & Time of the Walk-in-Interview: Friday, the 20th April 2018 at 10.00.am

Venue: University Guest House, MANUU, Gachibowli Campus, Hyderabad.

Documents required for Walk-in-Interview: Original and photo copies of certificates of proof of education, experience, age etc along with one passport size photograph.

General:

1. The registration of candidates will start at 9.00 AM (sharp) and will end at 10.00 AM.
2. No late arrival will be entertained.
3. The above position is purely on short-term contractual basis, initially for a period of six months.
4. The University reserves its right not to fill up the advertised post or cancel the interview if the circumstances warrants.
5. No TA/DA will be provided to the candidate (s) appearing for Walk-in-Interview.
6. Candidates should satisfy themselves about the skills requirements before attending the Walk-in –Interview.
7. Canvassing in any form shall render the candidate ineligible automatically.
8. Candidates should provide one passport size photo, one set of self attested photocopy of all certificates of qualification, proof of age, experience, caste (reserved category) etc along with his/her application.
9. Candidates should provide two References with contact number and email ID for verification of professional experience.

11.04.2018

Registrar