

**INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
CENTRAL LIBRARY**

14 December, 2021

C I R C U L A R

Indian Institute of Technology Bombay, an Institute of national importance adjudged as Institute of Eminence, invites applications for Library Internship. The requisite qualification are given below:

Post Details	Number of Internship	Educational Qualification
Library Intern at Central Library, IIT Bombay	5	
Stipend : ₹ 25,000/- month for postgraduates and ₹ 20,000/- month for undergraduates	a) 4 interns from Library Information Science field	M.L.I.Sc. or equivalent degree
Appt Type : Temporary for a period of 1 year	b) 1 intern from Computer Science field	MCA/M.Tech or equivalent degree in Computer Science BCA / BE Computer Science
Age Limit : 27 yrs		

General Information:

1. This Internship Programme is for a period of one year and the selected candidates will be imparted practical training in the latest tools and techniques of information handling being used in the Central Library.
2. Selected candidates shall not have claim on any regular position and shall not bestow any of the privileges like housing, medical facilities and other benefits available to regular employees of the Institute.
3. The Institute reserves the right not to fill any of the advertised positions.
4. Candidates are advised to satisfy themselves before applying that they possess the minimum essential qualifications laid down in the advertisement.
5. Candidate should ensure that they have requisite qualification from recognized Board/ University / Institute.
6. Eligibility of a candidate for the post applied shall be considered as on the last date of receipt of the application.
7. The applications received in response to advertisement will be scrutinized and only short-listed candidates will be called for online interview. The prescribed essential qualifications indicated are bare minimum and mere possessions of same will not entitle the applicants to be called for written test.

8. Application without photograph, signature, necessary certificates in support of their application shall be summarily rejected. Application received after the due date shall be summarily rejected.
9. A candidate is required to obtain 60% marks or equivalent grade in required educational qualification
10. No TA/DA will be paid to the candidates for attending the written test.
11. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of internship, the Institute reserves the right to modify/withdraw/ cancel any communication made to the candidates.
12. Decision of the Institute in all matters relating to the eligibility of the candidate, written test/interview, and selection would be final and binding on all the candidates. No correspondence or personal inquiries shall be entertained.
13. No correspondence will be entertained from candidates regarding not being short-listed, conduct of written test/interview and result.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
15. Canvassing in any form will be a disqualification.
16. Candidates should send self attested copies of certificates in support of their qualification (matriculation onwards), Date of Birth, Caste Certificate etc. Original certificates should be produced at the time joining.

Candidates possessing the requisite qualification may submit their application in the prescribed format (at Annexure – I) alongwith self attested documents on or before 31st December 2021 upto 5:30 p.m. to The Chief Library Officer, Central Library, IIT Bombay, Powai, Mumbai – 400 076

14.12.2021

Chief Library Officer

Copy to:

1. All Heads/In-charges of the Deptts/ Centres/ Sections.
2. All Notice Boards & Staff Notices.

9. Experience if any :

Sr. No.	Organization	Period of Service		Post held	Scale of Pay	Nature of Duties
		From	To			

10. Name & Address of Two References (Who knows your good personal and professional qualities):

- I.

- II.

Date :

Place :

(Name and Signature of candidate)

Enclosures: