

		<u>Recruitment Rules</u>
1.	Name of post	Library & Information Assistant
2.	Number of post	One
3.	Classification	Group -C
4.	Pay Band and Grade Pay/ Pay Scale	Pay Matrix Level - 5 Rs.29200-92300/-
5.	Whether Selection post or non-selection post	Selection
6.	Age limit for direct recruits	<p>Upto 30 years</p> <p>(Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Central Government.</p> <p>Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman Nicobar Islands or Lakshadweep)</p>
7.	Educational and other qualifications required for direct recruits	<p>Essential:</p> <p>(i) Bachelors Degree in Library Science or Library and Information Science of a recognized University / Institute;</p> <p>(ii) Two years' professional experience in a Library under Central/State Government /Autonomous or Statutory organization /PSU/ University or Recognized Research or Educational Institution.</p> <p>Desirable: Diploma in Computer Application from a recognized University or Institute.</p> <p>Note1: Qualification (s) are relaxable at the discretion of the Competent authority (Search-cum Selection Committee/ Departmental Promotion Committee), for reasons to be recorded in writing, in the case of candidates otherwise well qualified.</p> <p>Note2: the qualification (s) regarding experience is relaxable at the discretion of the competent authority (Search-cum-Selection Committee/ Departmental Promotion Committee), for reasons to be recorded in writing, in the case of candidates belonging to Scheduled castes or scheduled tribes if at any stage of selection the competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>
8.	Whether age and educational qualifications	Not applicable


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	prescribed for direct recruits will apply in the case of promotes	
9.	Period of probation, if any,	Two years
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	Direct Recruitment
11	In case of recruitment by promotion/ deputation/ absorption grades from which promotion/ deputation/ absorption to be made	Not applicable
12	If a Selection Committee exists what is its composition	<ol style="list-style-type: none"> 1. Director, CCRT - Chairman 2. One representative of Department of Ministry of Culture of the rank of Under Secretary - Member 3. One nominee (to be nominated by the Appointing Authority). - Member 4. One member representing SC/ST communities for reserved posts. 5. Dy. Director, CCRT. - Member
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	N/A

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