

No. KUDSIT/889/LIB&KC/2022

Technocity, Dated: 05.02.2024

Kerala University of Digital Sciences, Innovation and Technology is established by the Government of Kerala under the Act 10 of 2021 by upgrading the Indian Institute of Information Technology and Management-Kerala (IIITM-Kerala). The University mainly focuses on postgraduate education, research and application development mainly in the domain of Digital Sciences and Technology.

Kerala University of Digital Sciences, Innovation and Technology invites applications from qualified Indian Citizens for appointment for the posts of Assistant Librarian. The qualified candidates are required to be submitted the application online latest by 22.02.2024. The application form is available at <https://www.duk.ac.in/careers>.

1.	Name of the post	Assistant Librarian
2.	Job Code	AL/022024/889
3.	Number of posts	01
4.	Classification	Group-A
5.	Pay Matrix as per 7th CPC	57,700 – 98,200 in Academic Level 10. Other benefits include HRA, TA etc applicable as per the Central Govt. Rules.
6.	Age limit	35 years as on 31.1.2024
7.	Educational and other qualifications required for direct recruits	<p>A. Essential:</p> <p>i). Masters' degree in Library Science / Information Science / Documentation Science or an equivalent professional degree in CGPA of 6.5 in 10-point scale or at least 60% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with sound knowledge in computerized library and Information Systems and Services.</p> <p>ii). Qualifying in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.</p> <p>iii). However, candidates, who are or have been awarded Ph.D degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D Degree) Regulations 2009, shall be exempted from the requirement of the minimum eligibility condition of NET / SLET / SET for recruitment and appointment Assistant Librarian.</p> <p>B. Desirable</p> <p>PG Diploma in Library Automation and Networking or PGDCA or equivalent.</p>
8.	Essential Experience	Minimum 5 years experience working in a library of a reputed institutions.
	Period of probation	



9.	Period of probation, if any	One year
10.	Method of Recruitment and contract period	Direct For a period of 5 years initially, extendable depending upon the performance.

Age Relaxation for submission of application:

I. 5 years for candidates belonging to SC/ ST and 3 years for OBC candidates

Mode of Selection:

I. The selection will be based on an interview.

General Instructions

- Scanned copy of the documents to prove age, qualifications, experience, etc. should be uploaded along with online application and originals to be produced as and when called for. Applications without attaching the above documents shall be summarily rejected.
- Candidates, who are in the service of the Government of India or any of the State Governments, etc. while applying, should obtain a No Objection Certificate from their Head of Office or Department and keep it with them. If candidates fail to produce the No Objection Certificate as and when called for, his/her candidature will stand canceled.
- Candidates should ensure that the particulars furnished by him/her are correct in all respects. Anything not specifically claimed in the application against the appropriate field will not be considered at a later stage. No deviation whatsoever from the filled in data will be entertained. In case it is detected at any stage of the recruitment that a candidate does not fulfill the eligibility norms and /or that he/she furnished any incorrect/false information or has suppressed any material fact, his/her candidature will stand cancelled. If suppression of material facts or furnishing of any incorrect/false information is detected even after appointment, his/her service is liable to be terminated.
- Applications submitted without fulfilling the eligibility and other norms mentioned this Notification as well as the instructions published in the Recruitment Portal of the University will be summarily rejected.
- Canvassing in any form will entail the cancellation of candidature.
- Consequent on the adoption of self-certification policy, the University may process the applications on the basis of the information provided in the online application. But the selection/appointment will be provisional and subject to physical verification at the time of



interview or reporting for duty.

How to Apply:

- Applications shall be submitted online latest on 22.02.2024. The application form is available at <https://www.duk.ac.in/careers>.
- The application fee shall be Rs. 500/- (Fee will be exempted for SC/ST/Differently-abled Candidate). The mode of payment is available in the recruitment portal.
- The applications received after the last date fixed or the incomplete applications or the applications without filling the relevant field will be summarily rejected.
- No interim queries after the submission of the application will be entertained. The candidates will be intimated the schedule of the Interview through their registered email only.
- The candidates are advised to check their registered e-mails regularly after the last date fixed for the submission of the application.
- The University has the right to cancel the advertisement or entire selection process at any stage without assigning reason thereof and the decision of the University shall be final.

Registrar

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

