



दिल्ली पब्लिक लाइब्रेरी
(संस्कृति मंत्रालय, भारत सरकार का संगठन)
DELHI PUBLIC LIBRARY
(Ministry of Culture, Govt. of India Organisation)

**NOTICE FOR APPOINTMENT TO THE POST OF MULTI
TASKING STAFF (LIBRARY)**

Applications are invited for filling up of **25 posts (05 for SC, 02 for ST and 03 posts for Ex-servicemen and 01 post for Handicapped and 14 posts are for Unreserved Category)** of **MTS (LIB.) in DPL** in the pay level-1 Rs. 18000-56900 **BY DIRECT RECRUITMENT**. However, number of posts can be increased and decreased at any time.

Qualification: I. 10 + 2 or equivalent from a recognized Board/Institute.
II. Certificate/Diploma in Library & Information Science.

Age: The age limit of Direct Recruitment shall be 27 years. However, age relaxation to the respective categories will be governed by the Govt. of India Rules & Regulations.

The applications complete in all respects along with postal order/DD for Rs. 300/- for UR and Rs. 150/- for SC/ST for reserved category should be sent to **Dy. Director (Admn), Delhi Public Library, Dr. Shyama Prasad Mukherjee Marg, Delhi -110 006** so as to reach within a period of 30 days from the date of publication of Notice in Employment News.

Details of Advertisement are available on Library's website

www.dpl.gov.in

Reena
19.1.19

DELHI PUBLIC LIBRARY

(An Autonomous body under Ministry of Culture, Government of India)
S.P. Mukherjee Marg, Delhi-110006


Delhi Public Library (DPL) established in 1951 with over 100 Mobile service points and employing about 210 staff, is the largest public library network in the country. The DPL system is managed by the Delhi Library Board (DLB) as an autonomous organization under the Ministry of Culture, Government of India. It is proposed to fill up **25 posts (05 for SC, 02 ST, 03 for Ex-serviceman and 01 post for Handicapped) and 14 (forteen) posts for Unreserved Category)** of "**Multi-Tasking Staff (Library) (MTS (Lib.))**" in the Pay Level-1 Rs.18000-56900 **BY DIRECT RECRUITMENT** in Delhi Public Library. However a panel of names will also drawn for the anticipated vacancies likely to arise in future. Essential Qualification and Job Specification are indicated below :

1. Qualifications

Essential :

- i) 10+2 or equivalent from a recognized Board/Institute.
 - ii) Certificate/Diploma in Library and Information Science.
- 2.** The age limit for DIRECT RECRUITMENT shall be 27 years. However, age relaxation, wherever applicable, will be governed by the Rules and Regulations of Govt. of India.
- 3.** The crucial date for determining the age limit shall be the closing date of receipt of applications from the candidates.
- 4.** Application fee will not be refunded.
- 5. Job Specification :**
- a) Multi-Tasking Staff (Library) (MTS. Lib.) perform duties under the direction of Senior Officers.
 - b) Dusting and cleaning of books, etc.
 - c) Arrangement of books in shelves.
 - d) Check post duties and other miscellaneous duties.
 - e) Maintenance of current files.
 - f) Docketing of letters.
 - g) Keeping of files of various sections in the Record Room.
 - h) Duplicating, Scanning and photocopying work, etc.

Eligible candidates may send their applications accompanied with postal order or Demand Draft for Rs. 300/- for UR Categories and Rs. 150/- for SC/ST candidates to be drawn in favour of "**Secretary, Delhi Library Board**" alongwith self-attested supporting documents viz. qualification and experience etc. as required above may be sent to **Dy. Director (Administration), Delhi Public Library, S.P. Mukherjee Marg, Delhi - 110 006** within 30 days from the date of publication of advertisement for the post in the '**Employment News**' for consideration for appointment.


Dy. Director (Admn.)
Delhi Public Library

DELHI PUBLIC LIBRARY

Application form for the post of “ **MULTI-TASKING STAFF(Library) MTS (Lib.)**”

**Affix recent
passport size
Photograph**

1. Full name of the applicant (in block letters):
2. Father's / Mother's/Husband's name :
(in block letters)
3. Date of Birth (in Christian Era) :
4. Educational Qualification :

Name of Examination passed	Board /University	Name of Institute	Year of passing	% of Marks /Div. Obtained	Subjects taken

5. Experience
6. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
7. Whether belongs to SC/ST/OBC
8. Address for communication including email address and mobile number
9. Permanent address
10. Nationality

11. Details of Demand Draft/ Indian Postal Order No. & Date and Amount:

Category:	D.D. No. / IPO No.
UR/OBC/SC/ST/PwD	Amount:

DECLARATION

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false, incorrect or ineligibility being detected before or after the test/interview, my candidature will stand automatically cancelled.

Date: _____

Signature of Applicant