

Dated the 12<sup>th</sup> June, 2023

### **Advertisement**

**Subject:** Engagement of Graduate & Diploma holder Library Professional Trainees in the National Medical Library, Dte.GHS, MoHFW for a period of 1 year (2023-2024).

National Medical Library (NML) is the largest and premier Medical Library in the South Asian Region. It provides valuable library and information services to Health Science Professionals, research scholars in the country. NML has been established by the Government of India to meet the growing information needs of the Health Sector in the country.

2. NML is looking for young, enthusiastic, dynamic, fresh and qualified candidates with Bachelor/Two year diploma in Library and Information Science to work as a Library Trainee in the National Medical Library.

3. **Aims and Objectives of the training:** The aim of this training program is to give the platform to the young library professionals. During this training program they learn practical/ working exposure of the NML and its services. Thereafter, they will understand practical training about different practices, procedures, systems & activities being carried out by various sections of the Library. While undergoing this training, the trainees will actually be involved in the work being done by the library staff. This will be helpful for skill development of young library professionals in the field of Library Science and contribute to Nation in order to build a good/trained library professional for India.

4. **Number of positions:** total 09 (Nine only)

5. **Stipend:** Consolidated amount of Rs. 9,000/-per month is proposed for payment to each trainee holding Degree / Diploma in Library and Information Science from recognised University/Institute.

6. **Eligibility Criteria:**

- ❖ **Essential Qualification:** BLIS or Diploma in Library Science (2 years) from Recognized Institute / University on regular basis. Only fresh pass out candidates (who have completed their respective courses on regular basis in the year 2020 or later) can apply. Candidates who have passed the qualifying examination earlier than 2020 are not eligible. Candidate who are already been completed their training/worked in NML (previously) are not eligible for this training.
- ❖ **Desirable:** Candidates with relevant computer and library software knowledge will be preferred.

7. **Selection Procedure:** Interested candidates who meet the above mention eligibility criteria may submit his/her application form (Annexed-I) along with self attested copies of all required documents on or before last date of submission of application. Applications received after complication of last date will not accepted or treated as rejected. Selection will be made on the basis of written test followed by interview by the selection committee.

8. **Time duration of Traineeship:** The internship position is purely on a temporary basis. Time duration for this practical training will be maximum of one year. The trainee is required to work Monday –Friday from 9.30 AM to 6.00 PM.

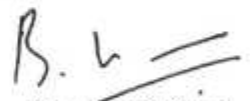
9. Training Methodology: Selected trainees will get an opportunity to practically work in different sections of NML. Weekly progress report should be submitted by each trainee, by describing the functions and what they learned about the activities of respective section. During this period their performance will regularly monitor by respective section in-charge.

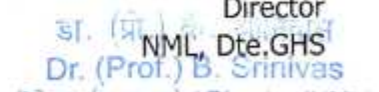
10. Certificate: Trainees will have to submit a brief report / feed back after the completion of the training period, thereafter, a proficiency certificate will be issued to candidate.

11. Leave: In training period only Saturday, Sunday and Gazetted holidays will be holiday. Besides these trainees can avail up to one casual leave in a month.

12. General Instructions:

- ❖ Before applying, the candidates should ensure that he/she fulfils the eligibility criteria and other norms mentioned in the circular.
- ❖ NML reserved the right not to fill up the positions without assigning any reason.
- ❖ Reservation will be applied as per the provision of Govt. of India rules. Applicants belonging to SC/ST/OBC (NCL), EWS and PWD shall produce their cast / relevant certificates in prescribed from issued by the competent authority.
- ❖ Suppression of facts will lead to disqualification at any stage of the selection process.
- ❖ Mere fulfilling the essential qualification does not guarantee for selection.
- ❖ The period of training will be 12 month commencing from the actual date of joining.
- ❖ No TA/DA will be paid by NML for attending the interview or joining.
- ❖ The Director NML and authorities of Dte.GHS has the right to increase/decrease the number of seats for training ship and to accept / reject any application without assigning any reason and no correspondence in this regard will be entertained.
- ❖ Candidate will have to produce original documents of their qualification, age and categories before joining. If the same are not found correct, their selection will be cancelled immediately.
- ❖ The candidates shall have no right for regularization of their services under any circumstances.
- ❖ No medical facility shall be provided to the trainee by the National Medical Library. The NML shall not be responsible for any loss, accident, damages/ injury by him, whatsoever arising in or out of the execution of his work, including travel.NML will not provide any type of accommodation and trainees will arrange their own arrangement in this regard.
- ❖ Selected candidates have to submit the Medical Fitness Certificate and Police Verification Certificate at the time of joining.
- ❖ Canvassing or personal follow up with an intention of influencing the process of selection of applicant by and on behalf of any candidates shall lead to immediate disqualification of their candidate.

  
(Dr. B. Srinivas)

Director  
NML, Dte.GHS  
डा. (प्रो.)   
Dr. (Prof.) B. Srinivas  
निदेशक (र.आ.पु.) / Director (NML)  
नई दिल्ली-29 / New Delhi-29

**Application for Practical Training of Library and Information Science  
at National Medical Library, Dte.GHS**

1.	Name of Applicant:		<b>Paste a recent photograph</b>			
2.	Father's Name:					
3.	Age & Date of Birth:	Year	[		]	
4.	Category (copy of certificate should be attached) SC/ST/OBC/EWS					
5.	Gender:	<b>Male</b> [ ]	<b>Female</b> [ ]			
6.	Correspondence Address:					
7.	Permanent Address:	[ ] stick mark if address is same				
8.	Contact No & E mail. id:	(M)	<b>E-Mail</b>			
9.	Addhar detail (copy should be attached)					
10.	Academic Qualifications: (copies should be attached)					
<b>Examination Passed</b>	<b>Subjects</b>	<b>Year of Passing</b>	<b>Division</b>	<b>% of Marks</b>	<b>Board/ University</b>	
Metric						
10+2						
Certificate /Diploma Course						
Graduation						
B. Lib.						
M. Lib.						
Computer knowledge						
Any other						

Signature of Candidate

To

The Director  
National Medical Library  
Ansari Nagar, Ring Road, New Delhi – 110029