



SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110 007
Website: www.srcc.edu Phone: 27667905, 27666519

November 14, 2022

Advertisement No. AD/164/2022/01

Applications are invited from the eligible candidates in the prescribed form for the post of College Librarian on permanent basis.

| S. No. | Name of the Post | Total number of post | Category | Max. Age Limit | Pay Level as per 7 th CPC |
|--------|------------------|----------------------|----------|----------------|--------------------------------------|
| 1 | Librarian | 01 | UR | 35 Yrs | Level-10 (57700-182400) |

The last date for receipt of application is within 21 days from the date of publication of advertisement on the newspaper/College/University website. For more details regarding the qualification instructions to the candidates etc, please refer to the College website www.srcc.edu. Any addendum/corrigendum shall be uploaded on the College website. It shall be the responsibility of the candidate to monitor the same.

PRINCIPAL
प्राचार्य / Principal

श्री राम कॉलेज ऑफ कॉमर्स
Shri Ram College of Commerce
दिल्ली विश्वविद्यालय / University of Delhi
दिल्ली / Delhi-110007

EDUCATIONAL QUALIFICATIONS & OTHER REQUIRMENTS FOR THE POST OF LIBRARIAN:

Essential Qualification:

- 1) A Master's Degree in Library Science /Information Science/Documentation Science or an equivalent professional degree with at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and a consistently good academic record with Knowledge of computerization of library.
- 2) Qualified in the national level test conducted for the purpose by the UGC or any other agency approved by the UGC.

Note:

- 1) The Candidates, who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulation-2009, shall be exempted from the requirement of the minimum eligibility condition of NET for recruitment and appointment of University Assistant Librarian/College Librarian.

Provided further, the award of degree to candidates registered for the M.Phil./ Ph.D. programme prior to 11 July 2009, shall be governed by the provisions of the then existing Ordinances/ By-laws/ Regulations of the Institutions awarding the degree and the Ph.D. candidates shall be exempted from the requirement of NET for recruitment and appointment of University Assistant Librarian/College Librarian subject to the fulfillment of the following conditions:

- (a) Ph.D. degree of the candidate awarded in regular mode only;
- (b) Evaluation of the Ph.D. thesis by at least two external examiners;
- (c) Open Ph.D. viva voce of the candidate has been conducted;
- (d) Candidate has published two research papers from / based on his / her Ph.D. work, out of which at least one must be in a referred journal;
- (e) Candidate has made at least two presentations on conferences / seminars, based on his / her Ph.D. work.

Clause (a) to (e) as above are to be certified by the Vice-Chancellor / Pro Vice-Chancellor / Dean (Academic Affairs) / Dean (University Instructions).

[Handwritten signatures]



- II) A relaxation of 5% may be provided at the Graduate and Masters Level for the Scheduled Castes / Scheduled Tribes / Differently-abled (Physically and Visually differently-abled) / Other Backward Classes (OBC) (Non-creamy layer) categories for the purpose of eligibility and for assessing good academic record during direct recruitment to teaching positions. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based on only the qualifying marks without including any grace mark procedures.
- III) All the candidates for direct recruitment will be required to appear in the interview to adjudge their ability and knowledge relating to their work. The Selection shall be based on the performance of the candidate in the interview.



Handwritten signatures in blue and green ink, including a checkmark and initials.

General Conditions for the Applicants

1. Application on the prescribed form, complete in all respects, along with self attested certificate, mark sheet, testimonials etc. may be sent at the following address.

The Principal

SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110 007

2. The application must be submitted with the College/should reach to the College within 21 days from the date of publishing of this advertisement.
3. Application form can be obtained from the College Office form 09:00 am to 04:30 pm on all working days (Monday to Friday). Application form is also available on the College website www.srcc.edu
4. The Candidates are advised to use the prescribed application form only available on the College website/College Office. Application printed by private agency shall not be entertained in any case. Incomplete application, unsigned application, application without photograph pasted at appropriate place on the form, application without self-attested certificate & testimonials in support of educational qualification and experience and application reached after the last date by post/courier will be rejected.
5. Those who are in employment with State/Central Govt/PSU, must submit a "NO OBJECTION CERTIFICATE" from the employer at the time of submission of application before the due date. Failure to submit NOC by due date will lead to cancellation of candidature.
6. The College reserves the right not to fill up the post advertised if circumstances so warrant without assigning any reasons thereof.
7. Canvassing in any form will be a disqualification.
8. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the College shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement.



Handwritten signatures in blue and green ink, including a blue signature and a green signature.

9. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing appointment letter, the College reserves the right to modify/withdraw/cancel any communication made to the applicant.
10. Applicants must NOT furnish any particulars that are false, mis-leading or fabricated or suppress any material / information while submitting the application and self-certified copies/testimonials.
11. All rules and regulations / orders on relaxation for PwBD candidates in qualification, eligibility, age, etc. as issued by the Government of India and adopted by the University of Delhi will be followed.
12. It is the responsibility of the candidate to assess his/her own eligibility before applying in accordance with the advertised post. If it is detected at any time in the future- during the process of selection or even after appointment- that the candidate was not eligible as per the prescribed qualification, experience, etc., which could not be detected at the time of selection for whatever reason, his/her candidature/appointment shall be liable to be cancelled/terminated as per rules.
13. Relaxation in the required minimum qualification for the advertised post shall be provided as per rules framed by the University of Delhi.
14. Application Fees is to be deposited through Demand Draft in favour of Principal, Shri Ram College of Commerce payable at Delhi as per details given below :
- | Sl. No | Category | Amount |
|--------|----------|-----------|
| 1. | UR / OBC | Rs. 500/- |
| 2. | SC/ST | Rs. 250/- |
| 3. | PwBD | Nil |
15. Application received without fees shall be rejected.
16. Candidates called for interview shall appear at their own expense. **No TA/DA shall be payable to the candidates.**
17. Application received after last date will be rejected.



[Handwritten signature]



SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110 007
Website: www.srcc.edu Phone: 27667905, 27666519

APPLICATION FORM FOR THE POST OF COLLEGE LIBRARIAN

Post Applied For :

Advertisement Ref. :

1. Name of the Applicant :
(In capital letters)

2. Father's/Husband Name :

3. Date of Birth :

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|

Age as on date _____ Years _____ Months _____ Days

4. (a) Whether belongs to any Reserved category (if yes, name Of the category (OBC/SC/ST/PwBD) : Yes/No

(b) Whether applying to any Reserved category (if yes, name Of the category (OBC/SC/ST/PwBD) : Yes/No

5. Address for Communication :
.....
.....

Phone No. Mobile No.

Email ID

6. Permanent Address :
.....
.....

7. Sex :

8. Nationality :

9. Marital Status :

Paste Passport
Size Photograph
(Self Attested)



10. (a) Educational Qualifications (Secondary onwards)

| Exam Passed/Degree obtained | Board/University | Institution | Passing Year | Percentage | Division |
|-----------------------------|------------------|-------------|--------------|------------|----------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

(b) Other academic :

Achievements (if any)

(c) Details of publications :
 (If any - attach separate Sheet if required)

11. (a) Whether cleared NET/SLET :

(b) Institution from which NET/SLET cleared :

(c) Whether exempted from NET/SLET cleared :

(d) If yes, reasons for exemption :

12. Working Experience

| Name of Organization | Designation | Working Period | | Salary/Pay Scale |
|----------------------|-------------|----------------|----|------------------|
| | | From | To | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |



13. Any other Information :
.....
.....

I hereby declare that the information given by me in this application form is complete and correct in all respects. I understand that I shall be liable for furnishing wrong information in this application form.

Place :
.....
(Signature of Applicant)

Date :
.....
(Name of Applicant)

Endorsement from Employer
(Through Proper Channel - For Applicant in employment)

Mr./Mrs. is working in our organization / Institution as This organization / Institution has no objection in his/her applying to the post referred in the application. No vigilance/disciplinary case is pending/contemplated against him/her. If selected he/she will be relieved within/by (time). His/her application is hereby forwarded.

Date :
.....
Signature of
the Head of the Organization/Institution
(With seal)



GENERAL INSTRUCTIONS

1. Application should fill particulars in his/her own hand writing neatly and clearly.
2. Latest passport size photograph should be pasted at specified place.
3. Self attested photocopies of all relevant certificates, degrees, mark-sheet, testimonials etc. in support of age, educational qualification, experience etc. must be enclosed.
4. Application applying under any reserved category (OBC/SC/ST/PwBD) must attach self attested photocopy of caste/category certificate, issued by the competent authority, in support of their belonging to respective reserved category.
5. Applicants in employment should get their application endorsed from their employer.
6. The envelope containing application form should be super scribed as:
"Application for the post of Librarian".
7. Application should be addressed to:
The Principal
Shri Ram College of Commerce
Maurice Nagar
Delhi - 110007
8. Application can be submitted in person or by post/courier. In any case application should be submitted/reach (if by post or courier) on or before the last date for submitting applications.
9. Incomplete application, unsigned application, application without photograph pasted at appropriate place, application without self attested certificates and testimonials in support of educational qualification, experience and category and application reaching after the last date by post/courier will be rejected.
10. The application should not contain any recommendation in any form.



Handwritten signature in blue ink, possibly 'A. Singh', with a green initials 'SR' written below it.