



# INDIAN INSTITUTE OF TECHNOLOGY MANDI

Kamand, Mandi  
Himachal Pradesh-175005

Advt. No.: Archives/2018/1

Dated: 12/10/2018

Applications from Indian Nationals are invited in the prescribed performa for the following Adhoc (purely temporary) position at IIT Mandi.

Post	Project Associate (1-2 years; temporary position)
No. of Posts	01 (One)
Essential Qualification	Master of Library and Information Science (M.Lib.I.Sc.) from an affiliated university/institute with at least 55% marks or equivalent, obtained after graduation.
Desirable Qualification and Experience	Familiarity with D-Space, HTML, Linux, PHP, SQL
Age Limit	28 years as on last date of application (five years relaxed for SC, ST, OBC and Differently abled candidates).
Consolidated Pay	Rs.15,000 – 20,000 per month
Other Allowance	Provision to attend one National Level Workshop.
Work Responsibilities	Being a proactive member of the team setting up the Institute Archives, in particular, collecting and cataloguing material related to Institute Archives, maintaining DSpace or other DBMS.

## GENERAL INSTRUCTIONS

1. The position is tenable at IIT Mandi at Kamand, Distt. Mandi, Himachal Pradesh.
2. The post listed above is an Adhoc (purely temporary) position on contract basis for 1-2 years.
3. The post is open to eligible persons from all castes and categories to apply.
4. Institute reserves the right to fill up the post, not to fill up the post or cancel the advertisement in whole or partly without assigning any reason. The Institute will also reserve the right to place a reasonable limit on the total number of candidates to be called for written test/or interviews. The decision of the Institute in this regard will be final.
5. No correspondence whatsoever will be entertained from candidates regarding the conduct and result of test/or interview and reasons for not being called for test/or interview.
6. **The last date for submission of duly completed applications along with self-attested copy of certificates in the Institute will be 31.10.2018, thereafter no applications will be entertained.**
7. Incomplete applications/without relevant supporting enclosures/ attachments will be out rightly rejected. Institute will not be responsible for any postal delay.
8. The candidates possessing the essential qualifications may submit their application along with testimonials; and recent passport size photograph to Naresh Singh Bhandari, Dy. Librarian, IIT Mandi, Central Library, A-5 Building, Kamand Campus, Mandi (HP). The envelope should be superscribed as “Application for the post of Project Associate”. The application received after the due date shall not be considered.
9. The complete application can also be submitted in soft copy along with scans of testimonials by email to [nsbhandari@iitmandi.ac.in](mailto:nsbhandari@iitmandi.ac.in) with subject “Application for the post of Project Associate”. **Soft copy of an application without scans of testimonials will not be considered.**
10. The Institute reserves the right to (a) conduct or not conduct a written test for the post.
11. No TA/DA shall be paid to candidates for attending the written test/Interview.
12. Application other than the prescribed form will not be entertained.



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## Application for the post of Project Associate

### 1. Post Applied for:

Advt. No. & Date	
Designation	

Paste recent photograph
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### 2. Candidate's Profile

Name	
Father's Name	
Date of Birth	
Gender	
Address	
Category	Gen / SC / ST / OBC
Marital Status	
Mobile Number	
Landline Number	
E-Mail	

### 3. Academic Qualifications:

Degree	Board / University	Year of Passing	Grade/ Div.	%	Subjects	Xerox Encl. No


4. Work Experience (If any):

<b>Organization</b>	<b>Designation</b>	<b>Job Responsibilities</b>	<b>Period</b>	<b>Xerox Encl. No.</b>

5. **Declaration:**

I hereby, undertake that all the detail furnished above are true to the best of my knowledge and I am liable for any disciplinary action, if found otherwise. My candidature may kindly be considered for the above temporary / contractual position as per the rules of IIT Mandi.

**Place:**

**Signature**

**Date:**