

F.No.15-4/2004-Estt  
Government of India  
National Commission for Minorities

5<sup>th</sup> floor, Lok Nayak Bhavan,  
Khan Market, New Delhi  
Dated: 08.02.2017

**C I R C U L A R**

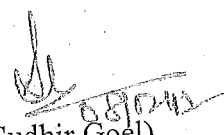
**Sub: Filling up of one post of Librarian in National Commission for Minorities on deputation basis....reg**

Please find enclosed herewith a copy of the vacancy circular for the post of Librarian on deputation basis. Application of the willing candidates may be forwarded to the Commission along with attested copies of ACR/APAR of last five years, vigilance clearance, Integrity Certificate and Penalty statement for last ten years through proper channel within **45** days from the date of publication of the advertisement in the Employment News along with **e-mail and mobile number.**

The appointment of the above post on deputation terms shall be ordinarily for a period not exceeding three years. On appointment the pay of the official will be regulated in accordance with the M/o Personnel, Public Grievances & Pensions, Deptt. of Personnel & Training O. M. No. 2/29/91-Estt. (Pay-II) dated 5.1.1994 read with No. 2/8/97-Estt. (Pay-II) dated 11.3.1998 and subsequent amendments thereon.

Eligibility conditions, qualification and experience etc. required for the above posts are given in the Annexure-I.

Information about the post of **Librarian** is available in our website [www.ncm.nic.in](http://www.ncm.nic.in))

  
(Sudhir Goel)

Administrative Officer  
Tele No.24616174

Copy to:

1. All Ministries/Departments of the Govt. of India
2. Comptroller & Auditor General of India, New Delhi.
3. Rajya Sabha./Lok Sabha, Secretariat, New Delhi.
4. Union Public Service Commission, New Delhi.
5. All attached/subordinate offices of the Ministry of Personnel, Public Grievances and Pensions and Ministry of Home Affairs,
6. Staff Selection Commission, CGO Complex, New Delhi

## Annexure-I

### Eligibility conditions, qualifications and experience required for the post of

### Librarian in the National Commission for Minorities

**Deputation:** Officer of the Central Government/ State Government:

- a) (i) holding analogous posts on regular basis; or  
(ii) with 6 years of regular service in the Pay Band-1, Rs. 5200-20200 with grade pay of Rs. 2800/-; or  
(iii) with 10 years of regular service in the Pay Band-1 of Rs. 5200-20200 with Grade pay of Rs. 2800; or  
(iv) With 13 years of combined regular service in the Pay Band-1 of Rs. 5200-20200/- with Grade Pay of Rs. 2400/- and Rs. 1900/- and

**b) possessing the following essential qualifications**

- (i) Bachelor 's degree in Library Science or Library and information Science of recognised University or Institute.  
(ii) Two years' professional experience in a Library under Central/ State Govt./ Autonomous or Statutory organisation/ PSU/University or Recognised search or Educational Institution.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/Department of the Central Government shall ordinarily not exceed three years. UDC/LDC of the Commission will also be considered along with outsiders. The maximum age limit for appointment by deputation/absorption shall not be exceeding 56 years as on the closing date of receipt of applications.)

*[Handwritten signature]*

Annexure-II

**APPLICATION FOR THE POST OF LIBRARIAN IN THE NATIONAL COMMISSION  
FOR MINORITIES**

1. Name of applicant (In Block letters):
2. Father/Husband's Name:
3. Date of Birth
4. Education and technical qualification:
5. Permanent post held
  - (a) Designation and name of the office
  - (b) Scale of pay and classification
6. Present post held if different from 5 above
  - (a) Designation and name of the office
  - (b) Scale of pay and classification
  - (c) Present Pay
7. Full postal address, Tel. No., if any
8. Work Experience:

S.No.	Name of Ministry/Department	Post held	Level of pay /pay scale and Grade pay of the post	Period from which working	Nature of duties

9. Postal Address:
10. Permanent Address:

**Declaration**

I do hereby declare that 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 or incorrect before or after test/interview or selection to the said post my candidature will be liable to be cancelled/terminated and if appointed, my services will be liable to be terminated

Place:  
Date:

**(Signature of Applicant)**