



JAMIA MILLIA ISLAMIA

(A Central University)

DR. ZAKIR HUSAIN LIBRARY

Maulana Mohd Ali Jauhar Marg, New Delhi-110025

ADVERTISEMENT NOTICE

Applications are invited for **engagement of Six (06) Library Trainees** under the **Library Internship Programme** of Dr. Zakir Husain Library, Jamia Millia Islamia, New Delhi, as per the following details:

Position Details

Post	: LIBRARY TRAINEE
Number of Posts	: 06 (Six)
Tenure	: One year from the date of joining
Stipend	: ₹ 8,500/- per month (consolidated)

Eligibility Criteria

Essential Qualification:

Candidates who have successfully completed any one of the following courses during the academic session **2024–2025** from Dr. Zakir Husain Library, Jamia Millia Islamia:

1. Master of Library & Information Science (M.L.I.Sc.)
2. Bachelor of Library & Information Science (B.L.I.Sc.)
3. Post Graduate Diploma in Preservation, Conservation and Digitization of Libraries and Archives

Desirable:

- Knowledge of computer applications in libraries, use of library management systems, and awareness of current trends in library and information services.
- Ability to read and comprehend written materials.

Nature of Duties

- The trainees will be imparted training in various library functions and services through hands-on practical exposure.
- Duty hours shall be from **Monday to Saturday** with readiness to work in shifts, weekends and holidays as per requirement.

Selection Procedure

- Selection shall be made on the basis of a **personal interview**. The Date of Interview will be communicated to shortlisted candidates later.
- Only those candidates who fulfill the prescribed eligibility conditions will be allowed to appear for the interview.

How to Apply

- Application in the prescribed Proforma, along with a **self-attested copy of the mark sheet** (B.L.I.Sc./M.L.I.Sc./P.G. Diploma), should reach the office of the University Librarian on or before **October 31, 2025, 5.30 pm**
- Alternatively, applications with supporting documents may be sent through email at: universitylibrarian@jmi.ac.in latest by the stipulated date.

General Conditions

- Incomplete applications or applications received after the due date shall not be considered.
- No TA/DA shall be admissible for appearing in the interview.
- Candidates presently enrolled in any course are NOT eligible for this Internship.