

Government of Gujarat
Commissioner of Higher Education, Gandhinagar
Advertisement for the recruitment of Librarian (Class-3) in
Government Arts, Commerce and Science Colleges

Online applications are invited by Commissioner of Higher Education, Gandhinagar for filling 36 vacant posts of Librarian (Class-3), in Arts, Commerce and Science Government colleges of Gujarat state, for the fixed monthly salary of Rs. 10000/- for an initial period of first five years .

The eligible candidates can submit their applications online on www.cheguj.com from 20-01-2014 to 31-01-2014. Last date for submitting online application is 31-01-2014 till 19:59 Hours. Last date for submitting online application is 31-01-2014 till 19:59 Hours, while it can be confirmed till 01-02-2014, 19.59 hours.

The recruitment process will be carried out as per following notifications of the Education Department of Government of Gujarat:

1. Notification of Education Department, Government of Gujarat
Dated: 01-11-2010.
2. Notification of Education Department, No: GCO/1512/63/KH
Dated: 29-09-2012.
3. Notification of General Administrative Department, Government of Gujarat,
No: KPA/102013/UO/27/G-4 Dated: 05-03-2013
4. Notification of Education Department, No: GCO/1512/63/KH
Dated: 21-03-2013.

1. Educational Qualifications:

- 1.1 The candidate must possess Master's Degree in Library Science/Information Science/Documentation Science or equivalent professional degree with at least 55 % of marks or its equivalent grade of 55 % marks in grading system.

Candidate must have qualified National Eligibility Test (NET) or other like State Level Eligibility test in the Library Science conducted for the purpose by the University Grants Commission or any other agency approved by the University Grants Commission.

Provided that candidates who are or have been awarded Ph. D degree in Library Science or Information Science or Documentation Science in accordance with provision of the University Grant Commission (Minimum Standards and Procedure for awards of Ph. D Degree), Regulations 2010 shall

be exempted from the requirement of minimum eligibility condition of National Eligibility Test or State Level Eligibility Test or State Eligibility Test for recruitment and appointment of the Librarian.

However the candidate have to produced relevant documents/ certificate declaring minimum standards and procedures of such degrees from the competent authority of respective university.

Candidate from SC,ST and Differently- able categories of the Gujarat origin will be entitled to a maximum(5%)relaxation at post graduate level (M.Lib) without considering gracing marks.

- 1.2 Candidate must possess adequate knowledge on computerization of Library.
- 1.3 Candidate must possess consistently good academic record.
- 1.4 Candidate must possess adequate knowledge of Gujarati and/or Hindi Language.

2. Nationality

Candidate must be a citizen of India

3. Age limit:

Candidate should not be more than the age of 30 years on the last date of submitting an application for the Librarian (Class-3).

Age Relaxation:

Age relaxations for candidates belonging to reserved category of Gujarat Origin will be as per the existing norms of State Government:

- 3.1 Scheduled Castes / Scheduled Tribes / SEBC (Socially and Economically Backward Class) candidates - 5 Years
- 3.2 Women of general category - 5 years
- 3.3 Women of reserved category – 10 from reserved categories (This relaxation also includes the 05 years relaxation for women mentioned above)
- 3.4 A candidate with 40 % or more differently disable - 10 years
- 3.5 In any case, while considering the above age relaxation, the age of the candidate should not exceed for more than 45 years.

The upper age limit may be relaxed for in favour of a candidate who is already in the service of the Government of Gujarat in accordance with the provisions of the Civil Service Classifications and Recruitment (General) rules, 1967

4. Merit calculation

The Selection of the candidate will be based on the following Annexure-1 for merit calculation.

SR.	QUALIFICATIONS	MAXIMUM MARKS
01	GRADUATE LEVEL (GENERAL)	
	A. 51 % TO 70 % (0.25 MARKS PER 1 %)	05.00
	B. 71 % TO 80 % (0.50 MARKS PER 1 %)	05.00
02	UNDERGRADUATE (B.LIB)	
	A. 51 % TO 70 % (0.50 MARKS PER 1 %)	10.00
	B. 71 % TO 80 % (1.00 MARKS PER 1 %)	10.00
	C. FIRST RANK AT UNIVERSITY LEVEL	10.00
03	POST GRADUATE LEVEL (M.LIB)	
	A. 56 % TO 75 % (1.00 MARK PER 1 %)	20.00
	B. FIRST RANK AT UNIVERSITY LEVEL	10.00
04	M.PHIL (LIBRARY SCIENCE / INFORMATION SCIENCE / DOCUMENTATION SCIENCE OR EQUIVALENT TO THAT SUBJECT)	
	A. 51 % to 60 % (0.50 MARKS PER 1%)	05.00
	B. 61 % to 70 % (0.50 MARKS PER 1 %)	05.00
05	PH.D. (LIBRARY SCIENCE / INFORMATION SCIENCE / DOCUMENTATION SCIENCE OR EQUIVALENT TO THAT SUBJECT)	10.00
06	NET / SLET (LIBRARY SCIENCE / INFORMATION SCIENCE)	10.00
TOTAL		100.00

5. Rules and regulations

As per notification dated 01-11-2010 of Education department, the candidate has to abide by following the rules and regulations:

- 5.1 The Selected candidate, during his tenure of monthly fixed salary will require to clear the examination for computer knowledge in accordance with provisions of the Gujarat Civil Services Computer Competency Training and Examination Rules, 2006. And for this, they will be provided the training.
- 5.2 The Selected candidate, during his tenure of monthly fixed salary will required to clear an examination in Hindi or Gujarati or both in accordance with the rules prescribed by the Government.
- 5.3 The selected candidate shall be required to furnish a security and surety bond for the period as may be prescribed by the Government on this behalf.

6. Selection Process

Selection list will be prepared on the basis of marks obtained by the candidate as per educational qualification marking scheme as described in above Annexure-1. However, Education Department can make necessary changes as and when required and the information will be notified on the website.

7. For Reserved Category Candidates

- 7.1 Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes, Differently Disabled and women candidates will get benefit of reservation as per existing Government norms at the time of recruitment process.
- 7.2 Scheduled Castes, Scheduled Tribes and Differently Disabled candidates of Gujarat origin will be entitled to get relaxation in qualifications as per prevailing norms. Such candidates have to produce original certificates from the competent authority regarding their caste/Tribe/ Physical disability at the time of document verification.
- 7.3 Candidates from Socially and Educationally Backward Classes have to produce a non creamy layer certificate as described in Annexure-C, in the resolution of Department of Social Justice and Empowerment, dated 06/02/1996. Candidates from Socially and Educationally Backward Classes are entitled to get benefits of reservation only if they are not included in non-creamy layer category. Please note that for above purpose a married women candidate have to produce the certificate in reference to the income of their parents and as her husband income certificate will not be considered. The certificate must indicate the income earned during the period of 01/04/2012 to 31/03/2013 or should have been issued after 01/04/2013.

8. Important instructions for filling the online application form and for the overall recruitment process.

- 8.1 Eligible candidates have to apply online on website **www.cheguj.com** within the prescribed time limit.
- 8.2 Candidates are requested to follow the instructions given in advertisement on website carefully before filling the application form. Online filled application forms by the candidate will be considered as final and no modification can be made after 19:59 hours of 31-01-2014 and no request from the candidate will be considered.

- 8.3 Application form will not be accepted through Postal and Courier, nor are they to be hand delivered, faxed or emailed to the office.
- 8.4 The candidate will have to register first on website www.cheguj.com. If needed, necessary instructions will be given to the candidates from time to time on his/her e-mail ID. Candidates have to give their own e-mail ID.
- 8.5 On-line application form can be open by log-in on website after registration. Application form should be filled up carefully. Correction can be made by the candidates in his/her form before 19:59 hours of 31-01-2014. No correction or updating can be made after this date and time. If the candidate makes any mistake in the online application form, his/her application form will not be considered. It is mandatory for every candidate to give his/her mobile number in the application form which should not be changed till the completion of recruitment process.
- 8.6 A candidate of General and Socially and Educationally Backward Class (SEBC) category has to pay a non refundable application fees of **Rs 250** and of Schedule Castes, Schedule Tribes and differently-disable category has to pay a non refundable application fees of **Rs 150**. Candidates have to download the printed copy of Bank Challan and deposit application fee through the challan at any branch of Dena Bank on or before 16.00 hours (4.00 p.m.) of Dt: 31-01-2014. Candidate will have to retain one copy (Candidate's copy) of the challan with Transaction Identity provided by Bank. Candidates can pay application fee online through NEFT by using following information. Application of such candidates will be confirmed after 25 hours of paying online fees on their reference Id.

- **Name of Bank : DENA BANK**
- **Account Number : 030810027900**
- **IFSC Code: BKDN0130308**
- **MICR Code: 380018053**

Candidates have to log in again using their USER ID and PASSWORD on www.cheguj.com website after one day and submit transaction ID of paying fees by challan, so that system can verify and display the acceptance of online application of the candidate. If the instruction of the acceptance of the form does not appear on the screen then it is considered that application form has not been submitted and such application will not be considered further. Transaction ID data in the system provided by the bank will be updated at

12:00 noon during working days so that system can verify by entering transaction ID after 25 hours of paying fees.

- 8.7 Candidates have to take a print of their application form by downloading from the website after applying online and have to keep it with them and to produce it whenever asked.
- 8.8 Necessary instructions related for the post of Librarian (Class-3) will be available on website from time to time.
- 8.9 The names of the short listed candidates (category wise) will be displayed on website.
- 8.10 Short listed candidates will have to log in on the website and download call letter for their certificates / documents verification. Candidates have to remain present for document verification on the date and time as mentioned in the call letter on their own expense. If a candidate fails to remain present on given time and date, his/her right of appointment will be cancelled.

Verification of certificates and documents will be done at 3rd Floor, Block-12, Dr. Jivraj Mehta Bhavan, Gandhinagar, Gujarat between and the schedule for verification will be displayed on website.

- 8.11 At the time of verification of certificates of candidates, if their merit marks gets reduced and if the reduced marks are less than the cut-off marks for respective category, then the college will not be allotted to such candidate during that round.
- 8.12 After receiving appointment letters, candidates have to join and report to the allotted college within the specified time, failing which his/her appointment letter will be automatically cancelled. No request for change of college/ place will be considered in any circumstance.
- 8.13 Candidates have to produce all original certificates and documents related to eligibility and qualification at the time of document verification.
- 8.14 Disciplinary action will be taken against the candidate who tries to produce forged/bogus/invalid documents or where original documents are found to have been tempered with original documents.
- 8.15 Candidates who submit false/incorrect/wrong information in the online application will be disqualified. If the information given by the candidate is found to be false/incorrect/wrong or erroneous then he/she will be disqualified either at the time of recruitment or at any subsequent stage during service in future and no claim for service in this regard will be considered.

- 8.16 Candidates have to bring and produce a valid photo identity proof at the time of document verification.
- 8.17 Candidates must not contact any person who is associated with recruitment process. The candidates who are found to be pressuring in any form or indulge in disturbing the recruitment process will not be considered.
- 8.18 Office of the Commissioner of Higher Education gives equal opportunity to all and encourages women candidates to apply.
- 8.19 Candidates may contact **Help Line** number displayed on website for any help or difficulty arising in submitting online application.

**Joint Director
Commissioner of Higher Education
Gandhinagar, Gujarat State**

