

RAJA RAMMOHUN ROY LIBRARY FOUNDATION

**Ministry of Culture, Government of India
Block DD-34, Sector-I, Salt Lake, Kolkata 700 064**

Applications are invited for recruitment to the post of **Field Officer** on Direct Recruitment as per the following particulars :

1. Name of the post : **Field Officer**
2. Pay Scale : Pay Band (2) Rs.9300 ó 34800/- with Grade Pay of Rs.4600/- plus usual allowances as admissible under Central Government and Foundation's Rules.
3. Number of Post : 2 (Two) 1 post for Northern Zonal Office at New Delhi (UR) and 1 post for Western Zonal Office at Mumbai (OBC).
4. Educational and other qualifications : Essential:
 - a) Master's degree of a recognized university;
 - b) 5 years experience in Library / Educational Administrative works;
 - c) Proficiency in Hindi and English and in any one of the regional languages of the zone where the vacancy occurs;
 - d) Certificate course in computer applications equivalent to -OØ level foundation course from a DOEACC recognized institute.

Desirable:

- a) Degree in Library science from a recognized university.

5. Age : **Not exceeding 30 Years.**

Note: (i) Nothing in these rules shall affect reservation relaxation of age limits and other concessions required to be provided for the SC/ST /Ex-servicemen and other categories of persons in accordance with orders / instructions issued by the Central Government from time to time in this regard.

(ii) The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.

Besides basic pay, the post carries other allowances as per Central Govt. and RRRLF's Rules. Prescribed application form and details of advertisement may be downloaded from website : rrrlf.gov.in.

Application in the prescribed format with attested copies of testimonials and certificates be sent to the **Director General, Raja Rammohun Roy Library Foundation, Block DD-34, Sector-I, Salt Lake City, Kolkata 700 064 superscribing the name of the post by 31st March, 2014**. Canvassing in any form and/or bringing any influence shall be treated as disqualification. Personal / Interim enquiries will not be entertained.

Persons already in service must submit their applications through proper channel. While forwarding applications of in óservice candidates, Head of Institutions should certify that no vigilance proceedings are pending or contemplated against the applicants.

Affix Recent
Photograph with self
attestation
Size : (1.5ö x 1ö)

APPLICATION FORM FOR RECRUITMENT TO THE POST OF FIELD OFFICER (WESTERN ZONAL OFFICE AT MUMBAI AND NOTHERN ZONAL OFFICE AT NEW DELHI).

1. Name :
2. Father's Name :
3. Permanent Address :
4. Address for Communication :
5. Caste: S.C./S.T./OBC/General :
6. Contact Number : Mobile :
E-Mail :
7. Date of Birth :
8. Date of Supperannuation :
9. Educational Qualification
- 10 Other Qualification :
11. Experience :
12. List of attested Copies of Certificate :
- 13 In the order of preference for the two : 1.
posts (Zones) should be indicated as 2.
No.1 & 2.

Date :

Signature of the Applicant