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Advertisement for Library Information Assistant - Intern

IIT Tirupati Central Library seeks proactive, committed, and recent Post-Graduates in Library and Information Science for the post of Library Information Assistant - Intern for a contract period of two years. They should be quick learners and dedicated to the profession.

The post is designed to enable a positive learning environment, to work as a library professional within an academic library. Upon successful and satisfactory completion of the contract period, a certificate attesting to their work and experience gained will be issued to the intern. They will then be able to possess a working knowledge of how to manage and run a library.

IIT Tirupati is a fast growing, dynamic institute and the library is growing at the same pace. We have an automated library with RFID technology implemented for faster circulation and boosted security. We use open source software KOHA for our library management. Library timings will be as follows:

Mon-Fri: 09.00 am- 12.00 am (09.00 am-02.00 am during exam week)

Mid - semester break, semester breaks, and Saturdays: 09.00 am-09.00 pm

Public holidays: 09.00 am – 05.00 pm

Name of Post	Library Information Assistant -Intern
No. of positions	Five
Nature of position	Purely Temporary, on Contract
Duration	Two years from the date of joining
Department	Central Library
Nature of internship	Interns will be able to receive training and working experience in all sections of the library. They will be exposed to library management and automation-related software.
Essential Qualification	1. First division in Bachelor's Degree or equivalent. 2. First division in Masters of Library and Information Science or any equivalent degree. Only those who have graduated in 2021, 2022 or 2023 will be considered. 3. Knowledge of Computers

Consolidated monthly stipend	20,000/- per month for the first year & 22,000/- per month for the second year
Age Limit	Maximum 26 years as on closing date of application.
Last date for receipt of application	November 15, 2023
Date of written test/practical test/interview	November 29, 2023 (tentative)
Leave	Leave: 12 Days of Casual Leave in a Calendar Year

The selected candidates should work six days a week and should be willing to work in different shifts. Accommodation will be provided within IIT Tirupati campus on payment basis.

Certificate of Experience will be issued to those who complete at least one-year internship.

Interested candidates who fulfil the above mentioned criteria may apply through the online Google form ([Click Here](#)) available at IIT Tirupati Website (<https://www.iittp.ac.in/>) on or before 15.11.2023 and upload recent passport size photograph, signature, Bachelor's Degree Certificate, MLIS Marksheets & Certificate, and Matriculation Certificate (mentioning the date of birth).

The shortlisted candidates will be informed by **email**. Selection will be based on the performance in written test/practical test/interview. **No TA/DA will be paid for attending the written test/practical test/interview.**