

Institute of Management Technology (IMT), Raj Nagar, Ghaziabad

INVITES APPLICATIONS FOR RESEARCH ASSISTANT-LIBRARY

Established in 1980, Institute of Management Technology, Ghaziabad (IMTG) is India's premier AACSB accredited management school with a distinct focus on grooming leadership through Innovation, Execution and Social Responsibility. An autonomous, not-for-profit institute, offering highly sought after postgraduate programmes over the past more than three-and-a-half decades, IMTG currently offers four AICTE approved programmes – Post Graduate Diploma in Management (PGDM) Full Time, PGDM Executive, PGDM Part Time, and PGDM Dual Country Programme (DCP). While the first three programmes are offered at the IMTG campus in Ghaziabad, Delhi NCR, India, the PGDM DCP is offered in collaboration with the IMT Dubai campus. The Post Graduate Programme in Management (PGPM) is the latest addition in the list which leads to PGDM Part Time. IMTG has been consistently ranked among the top management institutes of the country.

The details qualifications, experience and salary structure of the proposed post are mentioned below:

Post:	Research Assistant-Library
Number of Post:	02 (Two)
Salary:	Rs.18000.00 (Monthly consolidated Salary)
Job:	Purely Contractual

Essential Qualifications, Experience and Subject Knowledge:

- Master's degree** in Library Science / Information Science / Documentation or an equivalent professional degree in the regular full-time scheme of study with at **least 55% marks** or its equivalent grade point scale wherever grading system is followed.
- Familiar with the use of a computer, library software and have sound knowledge in **library automation digitization (i.e., Koha and D-Space)**.

Age Limit: Minimum 28 years as on the date of test/interview

Selection of candidate will be based on the **performance in the written exam** followed by a **personal interview**. **No TA/DA will be provided for attending the screening test/interview**. The written test and interview will be conducted in English. **The selected candidates will have to work on different shifts, weekends and Holidays.**

Interested candidates may send their RESUME along with educational/professional qualifications certificates, experience certificate and passport size photograph at ahussain@imt.edu or send by post (Address: The Librarian, Institute of Management Technology (IMT), Raj Nagar, Hapur Road, Ghaziabad – 201001, Uttar Pradesh) by 29.09.2017 positively. The selected candidate will be called for test/interview after scrutiny of RESUME.

Candidates are requested to bring with them the certificates (original & one set of photocopy) in support of date of birth and qualifications, experience if any. **Venue for written test & interview: Institute of Management Technology, Raj Nagar Ghaziabad**

Please note:

- The number of post indicated is tentative. The IMT Ghaziabad reserves the right to decrease the number of post, at the time of selection.
- IMTG will not be responsible for any postal delay at any stage
- Canvassing in any form on behalf of any candidate will disqualify such candidates.