

**REGIONAL INSTITUTE FOR MENTALLY HANDICAPPED  
SECTOR-31, CHANDIGARH**

*(☎ 0172-2637349, 2637361, 2637396, Fax No. 0172-2637369)*

**LAST DATE OF RECEIPT OF APPLICATION: 15.10.2013 by 5:00 P.M.**

**PUBLIC APPOINTMENT NOTICE**

Applications are invited from the eligible candidates, in the prescribed proforma, for filling up the following Group 'A' post, purely on contract basis, in Regional Institute for Mentally Handicapped, Sector -31, Chandigarh: -

Sr. No.	Name of the post	No. of post	Category of post	Consolidated contractual emoluments per month
1.	Librarian	01	General	₹ 30,400.00

The application proforma alongwith other information can be downloaded from our website [gimrc.gov.in](http://gimrc.gov.in) and [gmch.gov.in](http://gmch.gov.in)

Director,  
Regional Institute for Mentally  
Handicapped, Sector -31,  
Chandigarh.

Advt. No. RIMH/Estt-1/311/2013/

Dated:

**REGIONAL INSTITUTE FOR MENTALLY HANDICAPPED  
SECTOR-31, CHANDIGARH**

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**1. ESSENTIAL EDUCATIONAL QUALIFICATIONS AND EXPERIENCE ETC**

Sr. No.	Name of the Post	Essential qualifications & experience required for the post
1.	Librarian	i) Master Degree in Library Science/ information Science/ Documentation from a recognized university/ Institution or its equivalent. ii) 5 yrs experience as Assistant/Deputy Librarian in a College Library or equivalent <b>Desirable : Knowledge of Computer.</b>

**2. CRITERIA**

Basic Academic Qualification (Essential Qualification).	25 Marks
Higher Qualification/ Ph. D	05 Marks
Experience (Experience beyond the experience prescribed in the essential qualification.)	05 Marks (Max.)
Computer Knowledge (Minimum six months diploma)	05 Marks
Interview Marks	10 Marks
Total	50 Marks

**3. TENURE OF THE POST**

The above said post is purely temporary in nature and will be filled up purely on contract basis initially for a period of one year or till the regular arrangements are made, whichever is earlier. It is also made clear that it is an engagement for a fixed term and shall automatically cease on the expiry of the contract/term without providing any claim to a person so engaged to any regularization of service or any consequential benefits.

**4. UPPER AGE LIMIT AS ON 01.01.2013: Not exceeding 45 years**

**5. CONSOLIDATED (FIXED EMOLUMENTS):**

The incumbent appointed on contractual basis will be paid the following consolidated contractual emoluments per month in pursuance of instructions issued by Department of Personnel, Chandigarh Administration: -

Sr. No.	Name of post	Consolidated contractual emoluments per month
1.	Librarian	₹ 30,400.00

The above said consolidated contractual emoluments, as fixed will remain the same during the period of contract. It is also made clear that the person so engaged shall not be paid anything, in any form, over and above the amount of contract.

**6. Application Fee:**

The Application Fee in the shape of Bank Draft for a sum of ₹ 500/- (Rupees Five Hundred Only), in favour of the Director, Regional Institute for Mentally Handicapped, Sector-31 payable at Chandigarh must accompany the application for the post. Application received without prescribed fee will be summarily rejected. Fee once remitted shall not be refunded.

**7. OTHER TERMS AND CONDITIONS:**

- (i) The crucial/ cutoff date for all purposes such as minimum educational qualification, determining the age of the candidates, etc. will be treated as 1<sup>st</sup> January 2013.
- (ii) The above vacancy/ category indicative above is only tentative and is liable to change as per requirement.
- (iii) The applications should be submitted on a prescribed proforma and the discipline/subject for which the application is being submitted needs to be indicated clearly. The applications that are not submitted in the prescribed format will not be considered.
- (iv) Incomplete/unsigned applications and application received without fee, photograph, self attested copies of required certificates such as educational qualifications, experience, age, caste/community certificate etc., will be rejected straightway. Applications received after the due date/ time (by whatever mode or for whatever reason) will not be entertained.

- v) The candidates will be called for interview based on their eligibility. However, the decision of the competent authority as to their eligibility or otherwise of a candidature for interview or selection will be the final and no correspondence/ personal enquiries will be entertained.
- (vi) The candidates must ensure that the following documents should be attached with their Application Proforma: -
  - (a) One photograph pasted on the Application Form.
  - (b) Self attested copies of certificates and testimonials in proof of educational qualifications, date of birth, experience, caste certificate etc.
  - (c) The Application Fee in the shape of Bank Draft for a sum of ₹500/- (Rupees Five Hundred Only), in favour of the Director, Regional Institute for Mentally Handicapped, Sector-31 payable at Chandigarh.
- (vii) No Travelling Allowance/Daily Allowance/Conveyance Allowance will be paid to the candidates, who are called for the interview.

Applications in the prescribed Application Proforma alongwith self attested copies of all the certificates/testimonials and other documents, recent photograph and Application Fee in a sealed cover super scribing "Application for the post of Librarian" should reach the office of Joint Director, Regional Institute for Mentally Handicapped, Aashadeep Building, Sector 31-C, Chandigarh by 15.10.2013 up to 5:00 P.M.

**Director,  
Regional Institute for Mentally  
Handicapped, Sector -31, Chandigarh.**