**MADRAS INSTUTITUE OF DEVELOPMENT STUDIES,**

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| **Affix Passport size Photo**  **(Only for application in hard copy)** |

**NO.79, SECOND MAIN ROAD, GANDHI NAGAR,**

**ADYAR, CHENNAI – 600 020**

**APPLICATION FOR THE POST OF LIBRARIAN [General Category]**

|  |  |
| --- | --- |
| Name of the Candidate [In BLOCK LETTERS – As recorded in Matriculation / Higher Secondary Examination Certificate] |  |
| Father’s Name |  |
| Date of Birth (DD/MM/YYYY)  Completed years of age | Date of birth: |
| Completed years of age as on (Nov 1, 2017): |
| Gender |  |
| Community (OC/BC/MBC/SC/ST)  Please specify |  |
| Present Marital Status |  |

**Educational Qualification**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sl.No | Degree | Main Subject | Medium  English/Tamil / Other [specify] | Institution where studied | Board / University | Year of Passing | Total Marks obtained | % of Marks |
| 1. | P.G. Degree |  |  |  |  |  |  |  |
| 2. | U.G. |  |  |  |  |  |  |  |
| 3. | +2 |  |  |  |  |  |  |  |
| 4. | SSLC |  |  |  |  |  |  |  |

**Research Degree:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Degree | Discipline | Title of the Thesis | Year of Award | Name of the University |
| M.Phil |  |  |  |  |
| Ph.D |  |  |  |  |

**Technical / Professional Qualification relevant to the functioning of Library**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.No | Name of the Course | Name of the Institution where studied | Duration of Course | Year of Passing | Grade | Nature of expertise acquired |
| 1. | P.G. Diploma in Library Automation / Documentation / Archives / Library Network  [Strike out whichever is not applicable] |  |  |  |  |  |
| 2. | Other Diploma courses relevant to the functioning of Library [Please specify] |  |  |  |  |  |

|  |  |
| --- | --- |
| Whether qualified UGC NET / SLET  [Please specify month & year of passing] |  |

**Details of present position / previous experience**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Designation | Holding the post | | Name of the  institution | Permanent/  Contract | Scale of  of Pay |
| From | To |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |

* Details on integrated house-keeping software [mention the name of the library automation software] and digital library software such as GSDL or D-space, ability to network with other libraries for resource sharing activities may also be indicated.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Details of Present Membership in Professional Bodies/Associations.  [**Give name of the association, nature of membership, year of membership]** | | | | | | | |
| Name of Association | | | Nature of Membership | | Year of Membership | Any other details | |
|  | | |  | |  |  | |
|  | | |  | |  |  | |
|  | | |  | |  |  | |
| Details of Awards /honors / distinctions conferred. **[name of award, organization providing the award, year of award, recognition for which contribution]**  1.  2.  3. | | | | | | | |
| Administrative Experience  **[Please specify] [Position / duration / nature of responsibility]** | | | | | | | |
| Sl. No. | Position | | | Duration | | | Nature of responsibility |
| 1 |  | | |  | | |  |
| 2 |  | | |  | | |  |
| 3 |  | | |  | | |  |
| 4 |  | | |  | | |  |
| Languages Known | | To Read & Speak only:    To Write:    To speak only:    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |

**Name and address, mobile number and email id of two referees [The referees should not be your blood relation]**

|  |  |
| --- | --- |
| **1.**  Name:  Designation:  Address:  E-mail:  Mobile No: | **2.**  Name:  Designation:  Address:  E-mail:  Mobile No: |
| Permanent Address | Address for Communication |
| Contact Mobile / E-mail ID | Mobile No.  E-mail ID |

**Service Candidates should submit the application through proper channel along with Salary, Conduct and Character Certificate**

**Date: Signature of the Applicant**

Please attach documents as per the instructions.