

**Indian Sign Language Research and Training Centre (ISLRTC)**  
Department of Empowerment of Persons with Disabilities (Divyangjan)  
Ministry of Social Justice & Empowerment, Govt. of India  
Module No. 403-406, 4<sup>th</sup> Floor, NSIC Business Park,  
Okhla Industrial estate, New Delhi-20



**Indian Sign Language Research and Training Centre (ISLRTC)**  
भारतीय सांकेतिक भाषा अनुसंधान और प्रशिक्षण केंद्र (आईएसएलआरटीसी)  
Department of Empowerment of Persons with Disabilities (Divyangjan)  
दिव्यांगजन सशक्तिकरण विभाग

Ministry of Social Justice & Empowerment, Govt. of India  
सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार  
Module No. 403-405, 4<sup>th</sup> Floor, NSIC Business Park,  
मॉड्यूल नंबर 403-406, चौथी मंजिल, एनएसआईसी बिजनेस पार्क,  
Okhla Industrial estate, New Delhi-20  
ओखला इंडस्ट्रियल एस्टेट, नई दिल्ली-110020

Telephone: 26387558/50, Email- [islrtnewdelhi@gmail.com](mailto:islrtnewdelhi@gmail.com)  
दूरभाष सं: ०११-२०८८३०१३, ईमेल: [islrtnewdelhi@gmail.com](mailto:islrtnewdelhi@gmail.com)

## **Engagement on Library Assistant on Contract Basis at ISLRTC**

Indian Sign Language Research and Training Centre (ISLRTC), an autonomous body under the Department of Empowerment of Persons with Disabilities (Divyangjan) Ministry of Social Justice and Empowerment, Govt. of India intends to engage Library Assistant on contract basis for a period of 01 year or until the post is filled on a regular basis, whichever is earlier.

3 (c) Details and eligibility condition for the post of Assistant Librarian:

i)	Name of the post	Library Assistant
ii)	No. of posts	01
iv)	Pay	Rs. 35,000/- (all inclusive)
vi)	Age limit for direct recruitment	Below 35 years
vii)	Education and other qualification required for direct recruits	
	<b>Essential</b>	
	a. Bachelor's Degree in Library Science or Library and Information Science from a recognized University/Institute b. Two years professional experience in a Library under Central/State Government/autonomous or Statutory organization/PSU/University or Recognized Research or Educational Institution (Scale)	
	<b>Desirable</b>	
	a. Diploma in Computer Application from a recognized University or Institute	

### **Schedule of interview/ Written Test:**

Scheduled Date & Time for Document verification: To decided by the ISLRTC

Date & Time of interview: To be decided by the ISLRTC

## **Application Process:**

Duly filled and signed application form, in prescribed format only, along with the Curriculum Vitae, self- attested photocopies of all relevant certificates relating to age, qualification and experience (s) should be forwarded to **The Director, Indian Sign Language Research and Training Centre (ISLRTC), MODULE No.-403-405, 4<sup>th</sup> Floor, NSIC Business Park, Okhla Industrial Estate, New Delhi-110020**. The last date for submission of complete application is 28<sup>th</sup> Feb, 2025.

No TA/ DA will be paid for appearing in the Interview.

- The above vacancy is provisional and subject to variation. The Director, ISLRTC, reserve the right to cancel/ increase/ vary the vacancy. The cut-off date to determine the maximum age limit, essential qualification & experience will be the last date of submission of application. The period of experience wherever prescribed shall be counted after obtaining the prescribed essential qualification.
- The remuneration will be consolidated in nature as determined by the competent authority.

Other Terms and Condition for contractual employment :-

- i. A fixed monthly amount shall be admissible and the remuneration may be regulated as per the terms and conditions of the contract No. other allowance will be admissible.
- ii. Paid leave of absence may be allowed @ 8 days for each completed year of service or on pro rata basis.
- ii. The terms of appointment shall ordinarily be for an initial period of 1 year or until the post is filled on a regular basis, whichever is earlier.
- iv. The contractual appointment would be on full time basis and they would not be permitted to take up any other commercial assignment / private practice during the period of consultancy.

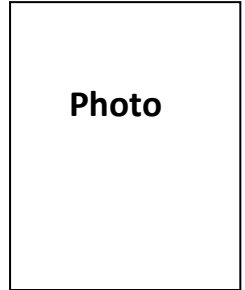
v. The validity of the contract is subject to verification of character and antecedents of the candidate being found fit for the employment.

vi. The engagement of contractual staff can be terminated by the competent authority at any time without assigning any reasons thereof by giving 15 days notice period. However, in case a Contractual staff wishes to resign, he may resign by giving 15 days advance notice or remuneration in lieu thereof before resigning from the engagement.

**Indian Sign Language Research and Training Centre (ISLRTC)**

Application No. (For office use) .....

**CURRICULUM VITAE PROFORMA**



Application for the post of: .....

1.	Name (in Block Letter)	
2.	Father's/ Husband's Name	
3.	Date of Birth	
4	Category (Self attested Certificate may be attached in support of Category)	UR/SC/ST/ OBC
4.	Address for Correspondence	
5.	Phone / Mobile No. / Email ID.	
6.	Educational/ Technical Qualification	
7.	Whether Educational and other qualification required for the post (as per Requirement Rules for the post) as satisfied as under.	Qualification / Experience possessed by the officer.
8.	<b>Essential</b>	<b>Essential</b>
	a)	a)
	b)	b)
	c)	c)
	d)	d)
	e)	e)
	f)	f)

9.	<b>Desirable</b>	<b>Desirable</b>
	a)	a)
	b)	b)
10.	Whether belongs to SC/ST/OBC	

11. Service particulars in chronological order point wise.

Sl. No.	Office Institution	Post Held	From To	Pay Band and Grade Pay	Nature of Appointment (Substantive/ Officiating) / Adhoc	Nature of Duties

12. Any other information, if any.

I hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge.

Date:

Place:

Signature of applicant

<b>Sl. No.</b>	<b>Details of Enclosures</b>
a)	
b)	
c)	
d)	
e)	
f)	
g)	
h)	
i)	
j)	