INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH
ROLLING ADVERTISEMENT.

IGIDR invites applications from the qualified persons for the following post on **contract basis** initially for a period of **one year only.** <u>The post will be filled in as and when vacancy arises.</u>

Library Assistant (on contract basis)

Qualifications, Experience etc.: The applicants must have completed Masters in Library and Information Science (M.L.I.Sc) or Equivalent with 55% and above marks.

Experience: 0 to 1 year in the related areas with strong communication skills in English (Both oral and written). Should have basic knowledge of ICT applications, MARC, WINISIS, MS–Windows, MS – Office, Cataloguing – AACR II rules and Classification – DDC, and should have ability to develop web pages using HTML.

General Information:

a. **Age:** 26 years as on Jan 1, 2021.
b. **Remuneration:** A consolidated amount of **Rs. 18,000/- p.m.** (all inclusive). In addition, they will also be entitled for Rs.60000**/-(Rs. Sixty Thousand) per annum at the end of the contract,** as a performance incentive, which will be based on the performance evaluated on the basis of various criteria, as per the institute rules.

The written test/interview will be conducted online. The institute will not provide any accommodation and the selected candidates need to make their own arrangement for stay in Mumbai.

Eligible and interested candidates may send their application over email, **in the prescribed format** addressed to**:**

The Registrar
Indira Gandhi Institute of Development Research
Santosh Nagar, Film City Road, Goregaon (E)
Mumbai-400 065

The scanned copy of filled-in application form along with relevant documents may please be sent to: **registrar@igidr.ac.in**

Click here to download the application form

***Candidates, who have applied in the past, need not apply**