



Office of the Principal
College of Medicine & J.N.M Hospital
West Bengal University Of Health Sciences
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Memo No. COMJNMH/Pr./Advt./2019/155

Date: December 13th, 2019

Advertisement for Library Trainees on Contract Basis

The West Bengal University of Health Sciences (WBUHS) invites applications from eligible candidates for Three (03) numbers of Library Trainee purely on contract basis for a period of one year (after satisfactory completion of 6 months contract will be extend to next 6 months).

The details are given below:-
Essential Qualification:

- Master's Degree in Library and Information Science from a recognized University or Institute with minimum of 55% marks.
- Working experience with Library Software like KOHA, Libsys
- Good communication skill.
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Job Profile:

Day to day library housekeeping operation in computerised environment. (Document issue/return, user interaction, OPAC search, file and paper movement etc.) Newspaper clipping in digital format. Job can also be assigned for Classification and Cataloguing of documents. Selected candidate will be required to work in extended hour duty (8pm), shift duty or Saturday as the case may be, as library operates in two shifts.

Stipend: Consolidated Rs. 10,000/- Per Month (All inclusive)

Age: Below 30 years as on date

How to Apply:

1. The interested & eligible candidates are advised to forward their RESUME at centrallibrary.comjnmh.wbuhs@gmail.com with a subject line "Application for the post of Library Trainee" latest by 24th December, 2019 upto 6PM.
 2. Final selection will be made through personal interview.
 3. The date of interview will be said later.
 4. Only shortlisted candidates will be communicated to appear in the Interview.
 5. No TA/DA or incidental charges will be admissible to the candidates.
 7. Canvassing in any form will be a disqualification.
 8. Legal disputes if any will be restricted within the jurisdiction of Kolkata High-count only.
- For any clarification/queries, candidates may contact on Phone No. 9433502167/9434110569.



K. Mukhopadhyay
Principal 13.12.19

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