



OFFICE OF THE REGISTRAR

SELECTION COMMITTEE SECTION (NON-TEACHING)

Aligarh Muslim University, Aligarh

Phone Internal: 1148, 4283

Email: employment.nt@amu.ac.in

D.No.2331/SC-NT

Dated: 03/12/2019

NOTIFICATION

Applications are invited from eligible permanent/probationer **Semi Professional Assistant**, in the Maulana Azad Library, AMU, on the prescribed Proforma for promotion to the post of **Professional Assistant** in the Maulana Azad Library, AMU in the **Pay Level-6 (Pay Range: ₹ 35400 - 112400) Plus Allowances** through Departmental Promotion Committee:

Following are the approved qualification and experience for promotion to the post of Professional Assistant in the Maulana Azad Library, AMU, Aligarh:

QUALIFICATIONS

ESSENTIAL :

B.A./B.Sc./B.Com. with B. Lib. Sc. or one year Diploma in Library Science.

OR

M.A./M.Sc./M.Com. with B. Lib. Sc. or one year Diploma in Library Science.

EXPERIENCE :

At least five years' continuous experience in the confirmed position or probationary capacity, in the immediately next lower post of the concerned cadre.

No person should be considered for appointment by promotion from a lower to higher post unless **he has been confirmed or is working on probation** and has served for **at least five years** continuously in the immediately next lower post of the concerned Cadre. **PROVIDED** further that the period of temporary service in the same grade from the date of continuous appointment leading to placement on probation/confirmation on the recommendation of a General Selection Committee shall be taken into account while determining the eligibility as above.

The prescribed proforma for Departmental Promotion Committee may be downloaded from the University website www.amuregistrar.com or from the link of Selection Committee Section (Non-Teaching) also <https://www.amu.ac.in/registrarsection.jsp?did=10259> and may be submitted on any working day during the office hours. The eligible candidates are strictly advised to submit the prescribed proforma duly filled in, along with copy of first continuous appointment, joining report, all extension orders and marksheets, certificates, degrees attested and forwarded by the Head of the Department concerned to the undersigned by **17.12.2019**. Applications received after the last date will not be entertained.


(S. M. Suroor Athar)
Joint Registrar
Selection Committee-NT







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Distribution:-

- 1. Acting University Librarian, Maulana Azad Library with the request to circulate among the eligible candidates.**
2. Assistant Registrar, VC's Secretariat for information.
3. Assistant Registrar, PVC's Secretariat for information.
4. PS to Registrar for information.
5. Guard file.