

AZIM PREMJI INSTITUTE FOR LEARNING AND DEVELOPMENT AT THE DISTRICT

Centre Staff – Librarian

Position ID: CS-L/FILD

Role

- Cataloguing the books in the centre
- Available to issue the books on demand
- Keeping record of available books
- Updated for search in e-library
- Suggest books for specific topics

Qualification and Experience

- Any Graduates or Post Graduates with minimum one to Three years of experience in the library handling positions of any reputed institution.
- Degree or diploma in Library Science and understanding of elementary and secondary education.

Attributes, Job and Personal Competencies

- Good interpersonal and communication skills.
- Good temperament.
- Academic bent of mind