

## NOTIFICATION

### Terms of appointment of Librarian on Contract basis to our Centenary Library.

Corporation Bank Economic Development Foundation (R.), invites applications for the posts of Librarian (1 No.) on **contract basis** for their Library at Mangaluru.

#### 1. Eligibility Criteria:

Sl. No.	Post	Educational Qualification & Experience	Period of Contract	Maximum Age Limit (As on 01.11.2019)	Monthly remuneration
1	Librarian (01)	M. Lib. Science or Equivalent  5-6 years in library of repute of which atleast 2 year as in-charge of the Library/Administration. Basic Computer knowledge is essential.	1 Year*	65 years	Consolidated remuneration of Rs. 27500/- per month(TDS as applicable)

\* Period of contract shall be 1-year renewable for a maximum period of 3 years on yearly extension basis at the discretion of trust. Trust reserves the right to terminate the services/contract before the completion of period of contract with one-month notice.

#### 2. Educational Qualification and Post Qualification Experience:

- a) Experience should be full time and will be counted from the date of acquiring the prescribed qualification up to the date of application.
- b) Educational qualification and post qualification experiences should be as on the date of application.
- c) Experience in the relevant field of the post applied for, will only be counted.

#### 3. Selection Procedure:

The selection will be made on the basis of interview. Merely satisfying the eligibility norms do not entitle a candidate to be called for interview. The Trust reserves the right to call only the required number of candidates for the interview, after preliminary screening / shortlisting with reference to the candidate's qualification, suitability, experience, etc. Each application in the format given at the end of this notification accompanied by attested copies of certificates pertaining to (a) Age (b) Educational Qualification and (c) Experience, if any, may be sent in a cover super scribed "Application for the post of Librarian" to:

The Secretary-cum- Treasurer.  
Corporation Bank Economic Development Foundation (R.)  
Priority Sector Division  
Corporation Bank, Head Office,  
Mangaladevi Temple Road,  
P.B.No.88, Pandeshwar,  
Mangaluru - 575 001.

4. Last date for receipt of applications:

Application, complete in all respects, should be sent by speed post only so as to reach the above address by 5.00PM of **25.11.2019**. Any application received after the last date will not be entertained.

5. Call letter for interview:

Call letter for interview and any other communication will be sent to the eligible candidates at the E-mail address given in their application form and to the address by ordinary post only.

6. Action against candidates found guilty of misconduct:

Candidates are instructed that they should not furnish any particulars that are false, tampered/ fabricated or suppress any material information while filling up the application form and submitting the attested copies of certificates. If found guilty, their candidature is liable to be rejected/ contract terminated without any notice.

7. General Instructions:

- a) The name of the candidate must be used in the same manner (with the initials and other prefixes/ suffixes, if any) as mentioned in the application, in all the subsequent correspondences.
- b) Candidates already employed in Government/ Public Sector Undertakings shall be required to produce a "No Objection Certificate" from their employer, at the time of the interview.
- c) The candidates should not send originals of any other certificates/ testimonials.
- d) Candidates are required to paste one recent passport size photograph in the space provided for in the application format and sign it across.
- e) An application not accompanied by relevant certificate(s) wherever necessary, not in the prescribed format or incomplete in any respect and/ or not in conformity with this notification will not be entertained.
- f) The Trust shall not be responsible for any application being rejected which is based on wrong information provided in any advertisement issued by an unauthorized person/ institution.
- g) Candidates have to appear for the interview at their own cost.
- h) Before applying for the post, candidates should ensure that they satisfy the eligibility norms in all respects as mentioned in this notification, as on the dates specified. The Trust shall be free to reject any candidate at any stage of the selection process, if he/ she is found to be ineligible for the post for which he/ she has applied.
- i) The decision of the Trust in all matters regarding eligibility of the candidates, conduct of interview, selection and appointment of candidates etc., on contractual basis, would be final and binding on the candidates. No correspondence would be entertained by the Trust, in this behalf.

- j) Canvassing in any form will lead to disqualification.
- k) Candidates in their own interest are advised to submit their applications well in time before the last date to avoid possible delay in postal transit. Applications received after the last date shall be rejected. The Trust takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.

Place: Mangaluru  
Date: 08.11.2019

(Secretary-cum- Treasurer)  
Corporation Bank Economic Development Foundation (R.)