



**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/ 2021/1519

Date: 11.01.2021

**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 maximum one year (after satisfactory completion of 6 months contract may 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.

**Job Profile:**

Day to day library house-keeping operation in computerised environment. (Book / 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.

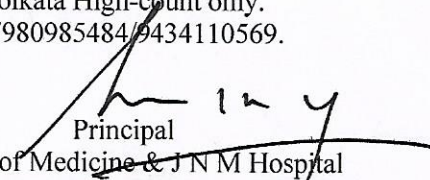
Stipend: Consolidated Rs. 10,000/- Per Month (All inclusive)

Age: Below 30 years as on last date of application

**How to Apply:**

1. The interested & eligible candidates are advised to forward their RESUME at [centrallibrary.comjnmh.wbuhs@gmail.com](mailto:centrallibrary.comjnmh.wbuhs@gmail.com) with a subject line "Application for the post of Library Trainee" latest by 31<sup>st</sup> January, 2021 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-court only.
- For any clarification/queries, candidates may contact on Phone No. 7980985484/9434110569.



  
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