



JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION

RESHAM GHAR COLONY, BAKSHI NAGAR, JAMMU - 180001

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Subject: Filling up of the posts of Chief Librarian in Department of Culture, J&K

Ref: Department of Culture indent No. Cul/Gen/38/2020/Vacancy Dated: 29.3.2020.

Notification No : 10 - PSC (DR-P) OF 2021

Dated: 22-11-2021

Applications through online mode are invited from the applicants who are domiciled in the Union Territory of Jammu & Kashmir possessing the prescribed Academic /Professional qualification and age for the post of Chief Librarian in terms of the "Jammu & Kashmir Education Department (Gazetted) Service Recruitment Rules, 1991 notified vide SRO-16 dated 08.01.1991 and "Jammu & Kashmir Probationer (Condition of Service, Pay & Allowance) and Fixation of Tenure Rules, 2020" notified vide S.O. 192 of 2020 dated: 17.06.2020 and Jammu and Kashmir Public Service Commission (Business and Procedure) Rules, 2021.

MOST IMPORTANT

- **Candidates are advised to update their One Time Registration before filling the application Form**
- The Application Form alongwith with instructions for filling up of the Application Forms will be available on the website of the Commission from 22.11.2021
- Candidates are advised to go through the instructions carefully and all the eligibility conditions prescribed for the posts before filing of the online Application Form(s).
- Last date for filling up of online Application Form(s) duly complete in all respects along with the requisite fee (online mode only) is 21.12.2021
- The last date for receipt of online applications provided in the notification shall be the cut-off date for determining the prescribed eligibility as regards the acquisition of Domicile Certificates, educational and professional qualifications etc.
- The minimum and maximum age will however be reckoned with reference to **1st January, 2021**.
- Candidates can edit some of the relevant fields in their online application form(s) w.e.f. 23.12.2021 to 25.12.2021 (3 days). Instructions in this regard will be separately made available on the official website (jkpsc.nic.in).
- Candidates are not required to submit hard copy or any other documents to the Commission.
- Candidates are advised, in their own interest, to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability to pay fee or failure to login to the online application portal on account of heavy load on the website during the closing days.
- The tentative date of the Written Examination will be notified separately..

2. Name of post/scale of pay/Prescribed qualification

Post	Pay Scale	Qualification
Chief Librarian	Level-8 47600- 151100	Master's Degree in Library Science

3. Details of posts with category wise breakup is given below

Name of the Post	OM	RBA	SC	ST	ALC/ IB	SLC	PSP	EWS	Total
Chief Librarian	01	01	-	-	-	-	-	-	02

4. Age as on 1st January 2021

The requirement of age for candidates belonging to Open Merit (OM) & Reserved Category is as follows:-

S.NO	Category	Age limit	Not born after	Not born before
1	OM	40	01.01.2003	01.01.1981
2	RBA	43	01.01.2003	01.01.1978
3	<i>In service candidate/Government</i>	40	<i>01.01.2003</i>	<i>01.01.1981</i>

5. Reservation

- i) A candidate seeking his/her consideration under Reserved Categories must ensure that he/she possesses a valid requisite Category certificate and on the cut-off date.
- ii) The candidature of the candidates will be provisional till the genuineness of the reserved category certificate is verified by the Appointing Authority.
- iii) Candidates may note that in case a claim for reservation is made on the basis of false/fake/fraudulent certificate, he/she shall be debarred from the examination(s) conducted by the J&K Public Service Commission, in addition to any other penal action as may be deemed appropriate.

6. Domicile

The candidate should be a Domicile of the Union Territory of Jammu & Kashmir. The candidate must possess the Domicile Certificate issued by the Competent Authority in the prescribed format as on the last date prescribed for submission of online application form.

7. Centre of Examination

- I. The examination will be held at Srinagar & Jammu Centres. All the candidates shall indicate the option for examination centre as indicated above.
- II. The allotment of centres shall be at sole discretion of the Commission and once a centre is allotted to a candidate, request for a change of centre will not be entertained.
- III. Information about the Examination indicating the time table and Centre of Examination for the candidates will be uploaded on the website of the Commission about two weeks before the scheduled date of examination. If any candidate does not find his/her Roll Number on the website of the Commission, one week before the date of examination, he/she must immediately contact the Commission's Office at Srinagar/Jammu, with proof of having submitted his/her application. Failure to do so will deprive him/her of any claim for consideration.
- IV. Candidate must submit his/her online application form, Email ID and Mobile Number along with his/her Name, Date of Birth and Name of the Examination, while addressing any communication to the Commission.

Communication from the candidates not furnishing these particulars shall not be entertained.

- V. Admit Cards will be available for downloading about two weeks before the date of examination on the official website of the Commission i.e. jkpsc.nic.in. Candidate must bring legible printout of the Admit Card/Roll Number Slip to the Examination Hall.
- VI. For securing entry into the centre of examination, in addition to the Admit Card/roll Number Slip, it is mandatory to carry at least two passport size recent colour photographs (not taken earlier than 01.01.2021) and any of the valid Photo-Id proof in original such as:
- i. Aadhar Card/ E-Aadhar,
 - ii. Voter's ID Card,
 - iii. Driving License,
 - iv. PAN Card,
 - v. Passport,
 - vi. School /College/University I- Card
 - vii. Employer ID Card.

8. Requisite Fee

After successful submission of the online application form, candidate will be required to deposit requisite fee through online mode. The amount of fee to be paid is given below:

General Category	=	Rs.1000.00
Reserved Category	=	Rs.500.00

Note:

- (i) The application Form submitted without deposition of the fee, which gets substantiated through reflection of the same on the application form, shall be treated as incomplete and candidature shall be deemed to have been rejected without any notice. No representation against such rejection shall be entertained.
- (ii) Submission of multiple applications by way of prefixing Mr/Ms or through generation of multiple User ID's or any other mode, followed by either non-payment of fee particulars or fee particulars (TID) of one application (RID) being mentioned against another application with a different RID would lead to rejection of the online application. The applicants who are submitting multiple applications should note that only the applications with higher Registration ID (RID) number shall be entertained by the Commission and fee paid against one RID shall not be adjusted against any other RID number. Besides a strict disciplinary action shall be taken including the cancellation of candidature and debarment for future examinations of J&K PSC will be taken against such applicants.

9. **Scheme of Examination/Selection Criteria**

The selection will be made on the basis following specified criteria :-

A	Written Examination	68 points	
B	Performance in the interview/viva voce test. The candidate shall be asked to deliver a 5 minute demonstration/lecture on a given topic from the relevant subject to demonstrate his/her domain knowledge/skill and will be assessed and evaluated by the subject experts and the Members of the Commission in the Selection Committee/interview Board.	25 points	
C	Weightage for academic Merit/Higher Qualification in the relevant subject	Upto maximum of 04 points	
	Where Master's degree is prescribed as the minimum qualification	Upto maximum of 04 points	
	i) M.Phil in the relevant subject	02 points	Maximum 4 points
	ii) Ph.D in the relevant subject	04 points	
D	Distinction in Sports (certified by Secretary, J&K Sports Council to be an outstanding Sports person in terms of J&K (Appointment of Outstanding Sports Persons)Rules, 1998	01 point	
E	Distinction in NCC activities (Holder of Grade "C" Certificate)	01 point	
F	Special Attributes		
	i) Gold Medal for overall first position in the prescribed qualification	01 point	
		Total 100 points	

The Syllabus for the post for written examination is as under:

Unit-I

Information, Information Science, Information Society, Knowledge Society,
 Information as a Resource/Commodity
 Role of Information in Planning, Management, Socio-economic development,
 Technology Transfer
 Intellectual Property Rights, Right to Information Act, IT-Act
 The Delivery of Books and Newspapers (Public Libraries) Act; and
 Plagiarism

Unit-II

Types of Libraries-National, Public, Academic and Special
 Historical Development of Libraries
 Library and Information Policy at National Level
 Role of UGC and RRLF in Growth and Development of Libraries in India

Unit-III

Five Laws of Library Science
Library Resources Sharing and Networking
Library Movement and Library Legislation in India
Library Extension Services
Library and Information Science Profession
Library Association in India
Library Association Organization at International level

Unit-IV

Sources of Information-Primary, Secondary, and Non-Documentary
Reference Sources-Print and Online
E-resources (e-books, e-journals, database, website, portals, etc)
Reference and Information Service (Traditional and Online)

Unit-V

Knowledge Organization-Classification (DDC) and Cataloguing(AACR-2)
Knowledge Management
Index and Indexing
Vocabulary Control-Thesaurus, lists of Subject Headings
Database

Unit-VI

Impact of ICT on Libraries
ICT application to Libraries
Digital Libraries Vs Virtual Libraries
Library Automation, Networking, Digitization and Telecommunication

Unit-VII

Library Management and its Administration
Collection Development-Acquisition, Organization and Maintenance, etc.
Human Resource Management, Financial Management
Library Building and other infrastructure
Marketing of Information Products and Services
TQM, Performance Evaluation of Libraries and its Services

Unit-VIII

Research methods in Libraries, Research Design, etc.
User studies, User Education
Library Metrics

I. Written Examination

- i. The written examination will be a 2 hour (120 minutes) Objective Multiple Choice Question (MCQ) Exam having 100 questions.
- ii. There will be negative marking for incorrect answers (as detailed below) for all questions.

- a) There are four alternative for the answers to every question. For each question for which a wrong answer has been given by the candidate, one fourth (0.25) of the marks assigned to that question will be deducted as penalty.
- b) If a candidate gives more than one answer, it will be treated as a wrong answer even if one of the given answer happen to be correct and there will be same penalty as above for that question.
- c) If a question is left blank i.e no answer is given by the candidate, there will be no penalty for that question.

II. Interview

In the interview/viva voce, the candidates will be asked, in addition to the demonstration of domain knowledge/skills, questions on matters of general interest and matters related to the post for which he is being interviewed. The object of the interview is to assess the personal suitability of the candidate for a career in public service. The interview test is intended to judge the mental calibre of a candidate. In broad terms, this is really an assessment of not only his intellectual qualities but also social traits and his interest in current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, clear and logical exposition, balance of judgement, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

10. The necessary instructions regarding filling up of online applications are given herein below:
 - a) Candidates are required to apply online through the website of the Commission i.e <http://www.jkpssc.nic.in>. No other means/ mode of application shall be accepted.
 - b) Candidates are first required to go to the JKPSC website www.jkpssc.nic.in and click on the link "One Time Registration" or click on Login menu if you have already created your profile with the JK PSC.
 - c) After logging into your account, candidates are required to fill all the requisite fields of One Time Registration (OTR) i.e. personal information, contact information & educational qualification, service details etc.
 - d) The candidate shall also be required to upload the image of date stamped recent passport size color photograph and signature. The photograph should not be taken earlier than 01.01.2021.
 - e) Size of the photograph (passport size) and signature must be between 10kB to 20kB in *.jpeg or *.jpg only.
 - f) After successful submission of all the details in your OTR account, check the eligibility conditions as mentioned in the advertisement notification before applying for the post.
 - g) Click on the "show examination" as shown against the respective post/examination you want to apply.
 - h) On Clicking on the "show examination" a window will appear on your computer screen. Select the month of the advertisement notification for which you want to apply, a link(s) for the post(s) will appear on the computer screen.

- i) An "APPLY" button is shown against the respective post and the candidates will click on the APPLY button against the post he/she is eligible.
- j) On clicking "APPLY" button, an instruction window will appear. Candidates should read instructions carefully before clicking on "APPLY" button at the bottom of the webpage.
- k) On clicking "APPLY" button, the system will display all facts/particulars that a candidate may have mentioned while filling up the necessary fields of his/her OTR account. Candidate shall fill up the remaining required fields in the application form and accept the declaration thereof.
- l) Once the candidate is satisfied *about the correctness* of the filled in details, then, he or she may click on "SUBMIT" button to finally push the data into server with successful submission report.
- m) On successful submission of the basic details, the candidates will be required to pay the online fee and uploading of the documents, for final submission of the online application form.
- n) Candidates can pay the requisite fee through online mode in the "SUBMITTED APPLICATIONS" menu in your account.
- o) After successful payment of the fee, the fee status will get reflected on the Online Application form. Candidates can check the fee status by clicking on the *Print Application Button* in the submitted Applications menu in your JKPSC account. In case the payment status shows either "not submitted or under processing or status has not been reflected on your submitted application form", candidates(s) are advised to contact the JKPSC office at Solina Srinagar/Resham Ghar Colony Jammu immediately for clarification. Further where the online fee is paid through other service providers the candidate must ensure that not only the amount of fee is debited from his/service provider's Account but also credited into the official account of JKPSC.
- p) The candidate would be able get the printout of his/her submitted application only after the payment of the requisite fee and uploading of requisite documents *viz Date of Birth Certificate, Degree Certificate, Category Certificate and Domicile Certificate.*
- q) The JKPSC will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age, etc. and satisfy themselves that they are eligible for the post(s). Copies of supporting documents will be sought at the time of document verification. When scrutiny is under taken, if any claim made in the application is not found/substantiated by proof, the candidature will be cancelled and the Commission's decision shall be final and binding.
- r) Please note that the above procedure is the only valid procedure for applying. No other mode of application or incomplete steps would be accepted and such applications would be rejected.

11. Editing of the online application form

Candidates who have successfully submitted the online application form along with requisite fee will be allowed to edit some of the fields in their submitted online application form within three days after the cut-of date i.e

from 22.12.2021 to 25.12.2021. Detailed instructions in this regard will be made available on the website.

12. **Action against candidates found guilty of misconduct**

Candidates are advised that they should not furnish any particulars that are false or suppress any material information.

A candidate who is, or has been, declared by the Commission, to be guilty of:

- i. obtaining wrongful support of his/her candidature by any means, or
- ii. impersonating, or
- iii. procuring impersonation by any person, or
- iv. submitting fabricated documents or documents which have been tampered with or
- v. making statements which are incorrect, or false or suppressing material information, or
- vi. resorting to any other irregular or improper means in connection with his/her candidature for the selection, or
- vii. using unfair means during the test, or
- viii. writing irrelevant matter including obscene language or pornographic matter, in the script(s), or
- ix. misbehaving in any other manner in the examination hall, or
- x. harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test, or
- xi. attempting to commit or, as the case may be, abetting the commission of all or any of the acts specified in the foregoing clauses may, in addition to rendering himself/herself liable to criminal prosecution. shall be liable;

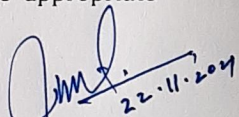
(a) to be disqualified by the Commission from selection for which he/she is a candidate, and/or

(b) to be debarred either permanently or for a specified period:-

(i) By the Commission from any examination or selection held by them.

(ii) By the Union Territory Government from any employment under them, and

(c) if he/she is already in service under Government, disciplinary action can be taken against him/her under the appropriate rules.


(R.K Katoch), JKAS
Secretary

J&K Public Service Commission

No: PSC/DR/Chief Librarian/2020/07

Dated: 22 .11.2021

Copy to the: -

1. Commissioner/ Secretary to Government, Department of Culture Civil Secretariat, Jammu/Kashmir.
2. Director, Information Department J&K. He is requested to publish the Notification in all the leading local dailies of the Union Territory of J&K, for at least three consecutive days and furnish the same to this office for record purpose..