

# UNIVERSITY OF AGRICULTURAL SCIENCES, BANGALORE



## APPLICATION FORM FOR RECRUITMENT OF UNIVERSITY LIBRARIAN

*To be filled in by the applicant's own handwriting*

Name \_\_\_\_\_

Post applied for \_\_\_\_\_

Advertisement No. & Date \_\_\_\_\_

DD No. with Date & Name of the Bank \_\_\_\_\_

- Note:**
1. Please fill up each row/column clearly and completely.
  2. The eligibility and suitability of a candidate shall be considered based on the information provided in the application.
  3. All claims mentioned in the application should be supported by relevant and authorized documents.
  4. Certificates for prescribed qualifications must have been obtained from Competent Authority on or before the last date to submission of application.
  5. Applications should be complete in all respects as on the date of submission. Any additional documents / certificates / records provided after the last date for submission of filled-in application will not be considered for award of marks.
  6. If a candidate has submitted more than one application for the same post, the latest application submitted within the prescribed last date shall be considered as valid for the purpose of recruitment.
  7. Separate sheets may be attached wherever necessary.
  8. Incomplete applications shall be rejected.
  9. The selection procedure shall be in accordance with the Act and statutes of the University and the qualification and score card published in Karnataka Gazette dated: 16-03-2023 under No.AO/RT/Qual. & Score-card/e-Gazette/2022-23 dated: 15-03-2023 are also available on **website: [www.uasbangalore.edu.in](http://www.uasbangalore.edu.in)** (and as amended from time to time).

## APPLICATION FORM

1. <b>Name of the post</b>															
2. <b>Name of the candidate in full</b> (in capital letters as appearing in the degree certificate)															
3. <b>Address</b> (to which all communications to be sent) Telephone No. with STD code, Mobile Phone No. and E-mail, if any:															
4. <b>Are you an Indian Citizen?</b>	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table>	Yes	No												
Yes	No														
5. a) <b>Gender</b>  b) <b>Date of Birth</b> (to be supported by a copy of the valid certificate / SSLC marks card)	<table border="1"> <tr> <td>Male</td> <td>Female</td> </tr> </table> <table border="1"> <thead> <tr> <th>Day</th> <th>Month</th> <th colspan="4">Year</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Male	Female	Day	Month	Year									
Male	Female														
Day	Month	Year													
6. <b>Place of Birth, District and State</b>															
7. a) <b>Do you belong to Scheduled Caste or Scheduled Tribe?</b>  If yes, please indicate the category and enclose a certificate in the prescribed format from the competent authority.  b) <b>Do you belong to any Backward Class [Cat. I, II (A), II (B), III (A) &amp; III (B)]?</b>  If yes, please indicate the category and enclose a certificate in the prescribed format from the competent authority.	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> <table border="1"> <tr> <td>SC</td> <td>ST</td> </tr> </table> <table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> </table> <table border="1"> <tr> <td>Cat-I</td> <td>IIA</td> <td>IIB</td> <td>IIIA</td> <td>IIIB</td> </tr> </table>	Yes	No	SC	ST	Yes	No	Cat-I	IIA	IIB	IIIA	IIIB			
Yes	No														
SC	ST														
Yes	No														
Cat-I	IIA	IIB	IIIA	IIIB											
<p><b>Note:</b> The particulars called under item 7 are only for the information of the Office. There is no Reservation for Officers Posts as per the Govt. Ref. No. PÀÈvÉÆÄE 17 PÀÈ«« 96 Dated: 20-8-2001.</p>															
8. <b>Father's Name, Address &amp; occupation</b>															

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**9. Languages Known**

Language	Read	Write	Speak	Examination Passed

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**10. Academic Qualifications:** (to be supported by copies of certificates).

Examination / Degree passed	Subject Studied	Marks obtained (%)	College / University	Year of entry	Year of completion
Bachelor's (Any Degree)					
Master's in Library Science/ Information Science					
M.Phil. in Library Science/ Information Science/ Documentation Science					
Ph.D in Library Science and Information Science/ Documentation Science/ Archives/ Manuscript keeping					

Higher degree other than Library Science (MA/M.Com/M.Sc./MBA)/ higher training in the field.					
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**Note:** 1. Field of specialization should be indicated clearly at the Master's and Ph.D degree level.  
2. The candidate shall furnish an attested copy of the certificate of equivalent percentage of marks in the case of award of marks other than 10 point scale.

### 11. Experience in the cadre of Librarian and above.

Particulars	Institution	From	To	Years & Months	Remarks
1. Officer cadre					
2. Librarian					

**Note:** To be supported by certificate issued by the immediate Controlling Officers.

### 12. Externally funded Projects (in the cadre of Librarian and above).

Particulars of the project	No. of Projects	
	As PI	As Co-PI
1. Project outlay upto Rs. 05 lakhs. 2. Project outlay of Rs. 05 and above.		

**Note:** A valid certificate obtained from the concerned controlling Officer and duly countersigned by the concerned Officer/Head of the Directorates shall be submitted in support of the claims.

### 13. Organizing Symposium / Seminars / Summer Institutes / Winter Institutes/Refresher Courses / Workshops / Training Programmes . (in the cadre of Librarian and above).

Events	Numbers	Remarks
<b>Organizing at:</b> i) International level ii) National level iii) University level (as Leader/Director and Associate Leader/Co-Director)		

**Note:** Furnish details on a separate sheet by enclosing certificate(s) issued from the competent authorities.

**14. Scientific Publications (in the cadre of Librarian and above)**

(Enclose separate sheet for list of publications as detailed below).

Particulars of Publications	Number of Publications	
	Name within First two authors	Name Beyond 2 <sup>nd</sup> author within 5 <sup>th</sup> author
<b>I. For full length papers published in refereed journals with ISSN:</b> a) Articles published in International Journals b) Articles published in National Journals c) Popular Articles		
<b>II. Books with ISBN</b> a) Books published (with ISBN No.) b) Bibliographies published/compiled c) Paper presented at conferences / seminars etc.		

**Note:**

- a) All the publications mentioned above should have been published on or before the last date prescribed for submission of filled-in application.
- b) The first Three authors in all the above cases will get full marks while the rest of the authors will get 50% only will get 50% of the marks allotted to each item.

**15. Outstation Service (A, B& C & Other cities)**

Cadre	Place / Taluk / District	From	To	Years & Months	Remarks
a. Officer cadre					
b. Librarian cadre					

**Note:** Enclose certificate issued from the competent authority for outstation service.**16. Special Awards / Medals / Fellowships / Recognitions only for Professional excellence in Teaching/Library information:**

Awards/ Medals	Librarian Cadre and above
a) International	
b) National	
c) State	
d) University	

**Note:** For Team Awards / Medals / Recognitions the leader gets full marks and each Associate gets 50% of the marks allotted.

**17. Discipline contribution/ Institution Building/ Special Attainment in Library and Information Science (in the cadre of Professor and above).**

Accomplishments	No. of Activities
a) Offering Orientation courses for UG/PG/Other Course to the students.	
b) Offering PGS (501) Course in Library and Information Science.	
c) Conducting book exhibition in special occasions.	
d) Major advisor / Guide for M. Phil / PhD	
e) Creation /development of e-content for online courses like Mooc, Swayam, etc. i) As a Leader ii) As Associate	
f) Preparation of Library Manual Folder likes Database Usage and E-resources, etc. Innovative Library services.	
g) Activities performed as External Examination Coordinator.	
h) Activities performed as Member - Co-chairman - Chairman of different committees of National - International - activities - RAWE - Assoc. Coordinator - participation in RAWE camp internship / Krushi Mela/ Convocation etc.	

**Note:** All certificates should be issued by the competent authority.

**18. International Exposure: (in the cadre of Librarian and above).**

a. Experience of working in international organization/ library (exposure of minimum of three months will only be considered).	
b. Expert/Advisor on invitation / Government Deputation, Presentation of Research Papers at the International Conferences (outside the country only).	

**19. Additional Remarks, if any:**

20. Did you reject the employment offered by UAS, Bangalore in the past? If yes, indicate full particulars of post with date of offer.	Yes No
21. a) Was there any criminal case against you in the past? If yes, give details.	Yes No
b) Is there any criminal case pending against you? If yes, give details.	Yes No

Strike out whichever is not applicable in case of Yes / No answers.

I hereby declare that the information furnished in this Application Form and the additional information furnished above are true to the best of my knowledge and belief. In case/ if the information are proved to be false, I shall undertake that I may be punished in accordance with law.

**Place:**

**Date:**

**Signature of the Applicant**

**FORWARDAL CERTIFICATE FROM THE EMPLOYER**

**(Applicable to those candidates other than the Employees of UAS, Bangalore)**

Certified that Smt./ Sri / Dr. \_\_\_\_\_  
 is working in this Department / Institution / Organization as \_\_\_\_\_  
 \_\_\_\_\_ w.e.f. \_\_\_\_\_ in the  
 scale of Rs. \_\_\_\_\_. He / She is at present drawing a  
 basic pay of Rs. \_\_\_\_\_ and DA and other allowances  
 amounting to Rs. \_\_\_\_\_.

We have no objection in forwarding his / her application for a post in University of  
 Agricultural Sciences, Bangalore.

The Confidential reports of the employee for the past five years are \*Satisfactory /  
 Not Satisfactory. The regular confidential reports will be mailed within 15 days.

*\*Strike out whichever is not applicable.*

Place:

Date:

Signature and Designation with seal

**FORWARDAL CERTIFICATE FROM THE EMPLOYER**

**(Applicable to candidates employed in UAS, Bangalore)**

Certified that Smt./ Sri / Dr. \_\_\_\_\_  
 is working in this office / College / Research Station / KVK/ Unit as \_\_\_\_\_  
 \_\_\_\_\_ w.e.f. \_\_\_\_\_  
 in the scale of Rs. \_\_\_\_\_. He / She is at present  
 drawing a basic pay of Rs. \_\_\_\_\_.

Place:

Date:

Signature and Designation with seal



**General Instructions:**

1. The candidates should submit their applications through Proper Channel/ Employer. They should also ensure that the applications should reach the University on or before the last date prescribed. If any delay in sending the application through proper channel is anticipated, an advance copy of the application should be sent within the last date prescribed. Further, they should ensure that their confidential reports of preceeding five years (from the year of this application) shall reach the University from their employer as indicated in the forwardal certificate.
2. The University reserves the right to fill up all or any of the posts advertised.
3. Applicants are required to submit the attested copies of the marks cards of different examinations and copies of the certificates furnishing the service particulars along with the application. Candidate with Marks cards of degree (UG / PG) other than 10 point scale should compulsorily submit the certificate of equivalent percentage issued by the concerned authority of the University.
4. Applicants called for interview are required to appear before the Selection Committee at their own cost with all original certificates / documents.
5. The terms of office for the officer post shall be 3 years or 62 years of age, whichever is earlier.
6. The allowances for the officer posts shall be as per the University Regulations and as amended from time to time.
7. Conditions for service in the University shall be as prescribed under the statutes of the University.
8. Any pressure brought on the Members of the Selection Committee or the Members of the Board of Regents by a candidate will disqualify the candidate for the post.

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