



भारतीय प्रौद्योगिकी संस्थान, चेन्नई 600036
INDIAN INSTITUTE OF TECHNOLOGY MADRAS, Chennai 600036
केंद्रीय पुस्तकालय
CENTRAL LIBRARY

Advertisement No. LIB/T/2025-26

Dated: 14.05.2025

The Central Library, IIT Madras, seeks young, enthusiastic, and dynamic fresh post-graduates in Library and Information Sciences with a consistently good academic record to serve as Library Trainees.

Sl. No.	Training Programme	Department	Duration	Eligibility	Upper Age Limit	Monthly Stipend (Consolidated)	No. of Posts
1.	Library Trainee	Central Library	Two years	First Class Master's Degree in Library & Information Science	28 Years	Rs. 23000/- p.m. for the first year. Rs. 24000/- p.m. for the second year.	7

INSTRUCTIONS TO THE CANDIDATES

1. Only fresh Post Graduates (MLISc) who have passed out in 2024 or 2025 must apply for the **Library Training Programme** in the **Central Library**.
2. Candidates possessing the requisite qualification may apply.
3. Candidates will be selected **based on a written test followed by an interview**.
4. Required documents: Candidates must send the scanned copies of documents in PDF format supporting their educational qualification, experience (if any), age and community. Application forms incomplete in any way or not having required educational / experience certificates / without the prescribed application fee, or without the latest photograph are liable to be rejected without intimation.
5. Relaxation in age up to 5 years for SC/ST candidates and up to 3 years for OBC-NCL candidates only, and 10 years for PWD candidates.
6. The reservation will be as per the rules.
7. The training will be imparted on a batch system between 08:00 hrs. and 24:00 hrs.
8. Candidates are advised to fill in their correct and active e-mail addresses in the application as all correspondence will be made by the Institute through e-mail only. Test/Interview schedule and requirements with regard to copies of certificates to be submitted in respect of claims made in the online application will be e-mailed in due course to the candidates in their registered e-mail and will also be posted on the Central Library portal of the Institute.

9. Candidates will receive no correspondence regarding the conducting of the test/interview, the result of the test/ interview, or the reasons for not being called for the test.



10. In case of any inadvertent mistake in the process of selection, which may be detected at any stage, even after the issue of the appointment letter, the Institute reserves the right to modify/ withdraw/ cancel any communication made to the candidates.

11. Canvassing in any form will be a disqualification.
12. The institute reserves the right to select or not to select the candidates for the training programme advertised, and mere fulfilment of qualifications laid down does not entitle a candidate to be called for a test.
13. The **Application Form is available in Annexure I** of the advertisement.
14. Candidates are instructed to email their filled-up scanned copy of the application with an attached scanned copy of their required documents mentioned earlier (preferably send a Zip file) to librarian@iitm.ac.in / libadmin@zmail.iitm.ac.in
- 15. The last date for submission of the application through email is 05.06.2025**

Librarian I/c
Central Library

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Please affix a
passport size
Photograph

Application Format for Library Trainee

1. Name of the Candidate:

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(in capital letters)

2. Father's / Husband's Name:

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3. Permanent Address:

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4. Address for Correspondence:

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5. Mobile No. :

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6. E-Mail Id:

7. Date of Birth:

8. Age:
(DD/MM/YYYY)

9. Category (GEN/ST/SC/OBC/PH/EWS):
(Please enclose an attested copy of the certificate)

10. Educational / Professional Qualification: (In Chronological order from Secondary Class-X onwards)

Sl. No.	Degree/ Diploma	Board / University	Year of Passing	% of marks	Division / Class	Subjects

11. Experience (if any):

Sl. No.	Organization	Period of Service		Post held	Scale of Pay	Nature of Duties
		From	To			

12. Publication (if any):

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13. Name & Address of Two References:

I.

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II.

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Date:

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Place:

(Name and Signature of candidate)

Details of Enclosures: