



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, DESIGN
AND MANUFACTURING, KURNOOL

RECRUITMENT OF JUNIOR SUPERINTENDENT(LIBRARY)

(Advt. No. IIITDM/Advt./2019-20/7, dated 22.11.2019)

PROVISIONAL LIST OF SHORTLISTED CANDIDATES
APPLICATION NUMBERS

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| 1906JSL0032 |
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| 1906JSL0056 |
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| 1906JSL0069 |
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| 1906JSL0073 |
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| 1906JSL0085 |
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SCHEDULE FOR REPORTING, VERIFICATION & WRITTEN TEST

| Level of Exam | Date, Day and Time | Remarks |
|----------------------|---|---|
| Level 1 | 7 th March 2020 (Saturday) 08:00 AM | Reporting and Occupying the Allotted Room |
| | 7 th March 2020 (Saturday) 09:00 AM to 10:00 AM | Verification of Original Certificates along with Identity Proof |
| | 7 th March 2020 (Saturday) 10:00 AM to 12:00 Noon | Written Test |
| Level 2 | 8 th March 2020 (Sunday) 10:00 AM to 12:00 Noon | Level 2 written test and level 3 skill test only for candidates qualified in Level 1 |
| Level 3 | 8 th March 2020 (Sunday) 02:00 PM on wards | |

Scheme of Examination

Levels of Exams:

Level 1:

All the shortlisted candidates shall be called for the skill/Aptitude Test carrying maximum of 100 Marks (Objective type). Maximum duration of exam is 2 hours.

Level 2:

It is the subject knowledge/Aptitude Test designed to test the candidate's suitability in the concerned areas like Digital Library, Knowledge Organization, Library Automation & ICT Tools and General Topics. The questions will be objective/descriptive type carrying maximum of 100 marks. Maximum duration of exam is 2 hours.

Level 3:

It is the skill Test based on the Level-3 Syllabus carrying maximum of 100 marks.

Weightage of Exams

Level 1:

Candidates securing the minimum qualifying marks shall be shortlisted for further evaluation process scheduled on the next day. In case of SC/ST candidates, the minimum qualifying marks is relaxable at the discretion of the competent authority. The marks secured in the screening test shall not be taken into account for preparation of final selection list.

Level 2 & Level 3:

Level 2 and Level 3 are of qualifying nature and merit list will be prepared based on the following allocation of weightage.

Level 2: 60% and Level 3: 40%

*** In case of tie, suitable criteria decided by duly constituted committee will be followed.*

Note:

Success in the examination confers no right of appointment.

Syllabus of Examination

Level 1:

Aptitude: Averages, Number Systems, Profit and Loss, Time and Work, Problems on Trains, Compound Interest, Decimal Fractions, Calendar, Area, Problems on Numbers, Square Root and Cube Root, Boats and Streams, Probability, Interest, Percentage, Ratio, Time and Distance, Problems on Ages, Partnership, Clock, Simplifications, Volume and Surface, Problems on H.C.F And L.C.M, Logarithm, Chain Rule, Pipes and Cistern, Odd Man Out and Series, Height and Distance.

Reasoning: Number Series Compilation, Missing Number Finding, Continuous Pattern Series, Direction Sense Test, Puzzle, Verbal Classification, Matching Definitions, Logical Deduction, Series Compilations, Classification, Missing Character Finding, Odd Man Out, Blood Relations, Analogy, Coding And Decoding, Truth Verification of The Statement, Syllogisms, Analogies, Verbal Reasoning, Statement And Conclusions, Letter And Symbol Series, Logical Problems, Logical Sequence Of Words, Arithmetic Reasoning, Data Sufficiency and Numerical Ability.

General English: Antonyms, Synonyms, Spelling Check, Change of Voice, Spotting Errors, Sentence Improvement, One Word Substitute, Selecting Words, Sentence Corrections, Idioms and Phrases, Communication Skills, Common Error Detection, Sentence Compilation, Ordering of Words, Ordering of Sentences, Verbal Analogies, Sentence Formation, Completing Statements, Change of Speech.

Data Interpretation: Pie Chart, Bar Chart, Line Chart, Table Chart and their interpretations.

General Knowledge: Indian History, Indian Economy, Indian Culture, Environmental Science, Awards And Honors, Famous Places In India, World Organization, Sports, Books And Authors, Famous Personalities, Days And Years, World Geography, Basic General Knowledge, Physics, Biology, Indian Politics, Indian Geography, General Science, Chemistry, Technology, Inventions, Current Affairs.

Computer Fundamentals: Components of computer, Input and output devices, Operating Systems, Word processing software, data representations and conversions.

Level 2:

Library, Information and Society: Five laws of Library Science; Types of Information Institutions; Library Associations; History, Library movement and library legislations in India; Library Information Networks and Consortia: National and International; Organizations and Institutions involved in the development of information services – UNESCO, RRRLF, INIS, NISCAIR, IFLA etc.

Information Sources and Services: Concept and Need for Information; Categorization of information sources – Primary, Secondary, Tertiary, Digital documents; Bibliography and Reference sources; Types of Information services – Reference Services, Literature search and Database Services; Abstracting and Indexing services; Computer based Information services – CAS, SDI etc.

Knowledge organization and Managing Information: Library Classification Types, Schemes – UDC, DDC, LCC, CC; Library cataloguing codes – CCC and AACR; Cataloguing and the Role of Technology; Types and Forms of Catalogues; Bibliographic standards – ISBD, ISO – 2709; Online Catalogue and MARC Database, USMARC, UNIMARC, CCF etc., Physical Catalogue to Online Public Access Catalogue.

Recent Information and Communication Technology in Libraries: Computer Peripherals and Hardware; Generations of Computer; Computer Architecture etc.; Communication Protocols/Standard, LAN, WAN, WiFi; Operating Systems, Programming Languages and DBMS; Library Automation Software; Digital Libraries; Barcode and RFID Technology; Search Engines, WWW, E-mail, Web 2.0; Library Networks – DELNET, NICNET etc.

Management of Library Information centre: Human Resource Management; Library Organization and Structure; Personnel for Physical, Technical processing and Circulation systems; LAC; Library Collection development, Acquisition process of Books, Journals, etc.; Subscription of Magazine and E-Journals etc.; Planning for a Library Building, Library Finance and Budget; Physical maintenance, Stock verification etc.;

General Topic: Drafting of Note/Letters and other form of written communication in English.

Level 3:

- Classification
- Cataloguing
- Book Retrieval from Shelves
- Journals search from the database
- Working with MS office & Library software.

* *All shortlisted candidates will be received communication to their registered e-mail shortly with regard to admit card and other instructions, if any.*

* *Queries will be answered only through e-mail (recruitment@iiitk.ac.in).*
