INDIAN INSTITUTE OF TECHNOLOGY GANDHINAGAR
Palaj, Gandhinagar 382055, Gujarat

ADVERTISEMENT

SENIOR PROJECT ASSISTANT (in Library & Information Science)

Applications are invited for a position of Senior Project Assistant (on contract basis only) for 'Scaling up the Digital Repository, Managing and Promoting Research Publications' created and managed by the Library at IIT Gandhinagar for a period of one year.

Name of post: Senior Project Assistant

Number of Posts: One

Duration of Appointment: One year

Consolidated Monthly Pay: 30,000 -35,000 per month (Consolidated)

Age Limit: Not more than 32 years (as on **21st February 2022**)

Qualification & Experience:

Essential:

Candidate must have First Class Masters in Library & Information Science (M.L.I.Sc) or equivalent degree from a recognized university with consistent good academic record. Should have valid score of UGC NET/JRF and a minimum of one year experience in developing and managing digital repository for Institution Research Publications and knowledge of entire range of activities carried out at each stage of scholarly communication. The experience in collection, management and analysis of research publications using various bibliometric, scientometric, altmetric and other recent and widely accepted tools used for measuring the impact of research work will be an added advantage. Also, the candidate having experience in promoting research output of an organization using various platforms, tools, technologies etc. to give a required visibility to the research work will be preferred. Candidates should have a proven expertise in using DSpace- an open-source software and the workflow for creating and managing digital content.

Desirable:

- Basic knowledge of copyright, licensing, Creative Commons
- Good written and oral communication skills
- Knowledge of Open Access publishing
- Knowledge of digital marketing/promotion of information

Job Description:

The Institute Library already has a live instance of DSpace based Digital Repository with metadata and abstract of all research publications. The candidate selected will work for the successful

migration of entire repository to the latest available stable version of DSpace software with existing content. In addition, full text for each item in the repository must be collected, organized and uploaded into the repository after due checking of copyrights of each item. The candidate selected will be required to work not only for carrying out this activity but also to assist in promoting the visibility and thereby creating the much required impact of the Institute's research work, using different online platforms. In addition, from time to time, the candidate will be required to analyses the publication data and generate different reports based on widely used quality databases. He/She will be a part of a small but dedicated team of Institute library staff and will be required to work on other jobs assigned by the Librarian from time to time. The candidate should be highly motivated, result-oriented and keen to learn new information and technology skills.

Application Procedure:

Interested candidates should send their application along with their latest résumé through an email to the Librarian (librarian@iitgn.ac.in). **A brief write-up (one para each) on your relevant experience and your motivation to apply for this position must be sent with resume in a single file.** Candidates are also requested to give at least two references with their contact details.

Deadline for application: The last date for application is **21ᵗʰ February 2022**

Mode of Selection:

The shortlisted candidates will be interviewed In-Person or Online. No TA/DA will be paid for attending the interview. The final selection of candidates will be decided on his / her merit and performance in the interview.

Any queries relating to this position may be addressed to the Advisor (Library & Institute Archives, librarian@iitgn.ac.in) IIT Gandhinagar, Palaj, Gandhinagar 382055.