

Institute for Studies in Industrial Development, New Delhi

Internship for Library Professionals

Institute for Studies in Industrial Development (ISID), New Delhi is a national-level public policy research institution affiliated to Indian Council of Social Science Research (ICSSR), New Delhi.

The Institute's Library and Documentation Centre has a good collection of books and reports related to issues such as industrial economics, foreign investment, corporate sector, labour, employment and related subjects. The housekeeping activities are computerized using specialized integrated library software and the library is also maintaining digital library for acquiring and storing relevant documents in electronic form for easy reference and sharing. The Institute has been maintaining and updating On-line databases of Indian Social Science Journals and Newspapers Clippings. Presently the databases cover index of 245 Indian Social Science Journals and a large number of digital images of national newspapers clippings on wide-ranging subjects. The library aims to provide a comprehensive perspective on current issues and developmental policies to meet the needs of the faculty and visiting scholars/researchers from the government, academic, business and industry circles.

The Institute want to take a suitable LIS Professionals on '**Internship**' to work in the Library.

Duties and Responsibilities: The duties involve classification and cataloguing of books, knowledge of keyword generation, article indexing, knowledge of BAR Code technology, shelving and restoring, data entry using MARC 21 format, scanning, preparation of accession list, database etc.

Eligibility: Candidates applying for the above position should have Graduate Degree in Social Sciences with B.Lib. & Inf. Sc./Master's Degree in Library and Information Science. Knowledge of Computer & Library Management Software (i.e. SOUL, KOHA) & Digital Library Software (D-SPACE) and some experience in library automation/digitization is desirable.

Candidates would be paid stipend of Rs. 15, 000 to 20,000/- per month depending upon the qualifications and experience. The duration of Internship is six to twelve months.

Application: Interested candidates may apply to **The Director, Institute for Studies in Industrial Development (ISID), Plot No. 4, Institutional Area, Vasant Kunj, New Delhi 110070** or Send your **application** along with the bio-data at email: **library.isid@gmail.com**

Last date of submission of application: **21st May 2018.**