



02<sup>nd</sup> September, 2026

**IMPORTANT INFORMATION TO THE CANDIDATES APPLIED FOR  
THE POST OF ASSISTANT LIBRARIAN AT NIT PATNA AGAINST  
ADVT. No. NITP/Rect-NT/02/2026**

All those candidates who are provisionally eligible for the post of Assistant Librarian at NIT Patna (Advertisement No. NITP/Rect-NT/02/2026), are requested to report for **Stage-I & Stage-II Test on 11.10.2026 at 08.30 A.M.** at NIT Patna, Ashok Rajpath Campus. **Late comers will not be allowed to appear in the test.**

**Selection Process**

The selection process for the post of Assistant Librarian will comprise of the following:

- Stage-I:** Multiple Choice Question (MCQ) Test
- Stage-II:** Descriptive Test
- Stage-III:** Presentation and Personal Interview before a duly constituted Committee.

**Scheme of Examination**

**Stage-I-MCQ Test:**

- The Test will be of 90 minutes duration and will be Computer Based Test (CBT).
- 30% MCQ will be from Part A and 70% MCQ will be from Part B of the syllabus.
- Minimum qualifying Marks is 40%.

**Stage-II-Descriptive Test:**

- Only such candidates will be allowed to appear in Stage-II who qualify in Stage-I Test.**
- The Test will of 90 minutes duration and will be Computer Based Test (CBT).
- Minimum qualifying Marks is 40%.

**Stage-III: -Presentation and Personal Interview**

- Candidates who qualify in Stage- I and Stage-II will be called for Presentation and Interview (Stage- III) in the ratio of 1:10, based on the total marks obtained in Stage-I and Stage-II Test.
- The ratio may increase or decrease depending on the total number of candidates qualifying in the Stage-II test.

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## **Final Selection**

- (a) Merit list will be prepared for only those candidates who have appeared in all the stages.
- (b) The Preparation of final merit list will be on the basis of marks obtained by the candidate as per the table given below:

| <b>Stage</b>                   | <b>Min. Qualifying Marks</b> | <b>Weightage</b> |
|--------------------------------|------------------------------|------------------|
| MCQ Test (Stage-I)             | 40 %                         | 20%              |
| Descriptive Test (Stage-II)    | 40%                          | 20%              |
| Presentation (Stage-III)       | --                           | 20%              |
| Personal Interview (Stage-III) | --                           | 40%              |

- (i) **Tie-breaking in final merit:** the inter-se merit of candidates securing same marks in Stage-III (Presentation & Personal Interview) will be decided in the following manner:
1. Marks secured in the Descriptive test (Stage-II) (Candidates securing higher marks will be ranked higher). If the marks obtained in the Descriptive test are same, then;
  2. Marks secured in the MCQ test (Stage-I) (Candidates securing higher marks will be ranked higher). If the marks obtained in the MCQ test are same, then;
  3. Date of Birth (Candidates higher in age will be ranked higher). If the date of birth is also same, then;
  4. Alphabetical order of the name recorded in matriculation or equivalent certificate will be considered.
- (c) All the test materials will be taken back from the candidates.
- (d) No TA/DA shall be paid for appearing in the tests.
- (e) Any request for change of date of test(s) will not be entertained. The Institute reserves the right of cancelling the candidature of any candidate found indulging in any malpractice, i.e., hiding any material information, misrepresentation of facts or canvassing for candidature.
- (f) The information for test will be sent on the email mentioned in the application form and Institute shall not be held responsible for the non-receipt of information due to wrong email address mentioned in the application form.
- (g) Candidates have been allowed to appear at the Test(s) **provisionally without** verification of Mark sheets/Degrees/Certificates/ validity of Certificates etc.
- (h) Mere appearance in the Test(s) or qualifying in the Test does not entitle a candidate to be considered for appointment unless he/she fulfils the eligibility conditions.

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- (i) The candidates will not be allowed to appear in the Test without a valid government Photo Id Card.
- (j) **APPLICANTS MUST FULLY SATISFY THEMSELVES ABOUT THEIR ELIGIBILITY AS PRESCRIBED IN THE ADVERTISEMENT, BEFORE APPEARING IN THE TEST.** If an applicant is inadvertently allowed to appear at the Test who otherwise does not fulfil the minimum eligibility requirement, he/she cannot, at a later date, use that as a right to claim that he/she meets the eligibility requirements. The Institute reserves the right to cancel the candidature of a candidate/or cancel the appointment if it is found that:
- (a) **Minimum eligibility requirements are not fulfilled.**
  - (b) **False documents submitted**
  - (c) **Any other similar valid reason.**

**Note:** Any guidelines/instructions received from Ministry of Education till the date of completion of Selection Process will be applicable.

## Syllabus

**Candidates may note that the Syllabus given below is not exhaustive but indicative only.**

### **PART A**

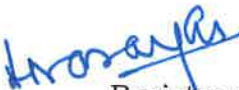
1. Aptitude - Averages, Number System, Profit and Loss, Time and Work, Problems on Trains, Compound Interest, Decimal Fractions, Calendar, Area, Problems on Numbers, Square Root and Cube Root, Probability, Interest, Percentage, Ratio, Time and Distance, Problems on Ages, Partnership, Clock, Simplifications, 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
2. 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.
3. 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.
4. Data Interpretation: Pie Chart, Bar Chart, Line Chart, Table Chart,
5. 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, Indian and World Geography, Indian Politics, General Sciences, and Current Affairs

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6. Computer Fundamentals - Operating System, MS Office, Internet based operations and Database management

## **PART B**

1. General Library related information: History, Concepts and principles, Role and functions, Types of libraries, Information Organisation and Retrieval - Cataloguing and classification, Metadata standards, Information retrieval techniques, Information Sources and Services, Online databases and digital libraries, Open access and scholarly communication, Historical Development of Libraries in India, Professional Associations - National - ILA, IASLIC, IATLIS; International - IFLA, ALA, CILIP, ASLIB, SLA, Bibliographic record formats -ISBD, MARC21, CCF, RDA, FRBR, Bibframe.
2. Reference service: Types, Referral services, Alerting Services - CAS, SDI; ILL and document delivery, Mobile based library services and Tools, Web 2.0 and 3.0, Web Scale Discovery Services, National and International Information Systems and Networks, Patent Information System etc. Library Resource sharing and Library Consortia.
3. Collection Development and Management: Selection policies and criteria, Acquisitions and budgeting, Collection assessment and weeding, Information Sources and Services, Reference services and information literacy, Online databases and digital libraries, Open access and scholarly communication, TQM, MIS, Professional Associations involved in the development of Library and Information Services -National/ International - UNESCO, IFLA, INIS, NISSAT, etc.
4. Information Technology and Systems: Media and Publishing Technology, Library management systems (LMS), Information storage and retrieval systems, Emerging technologies, Digital Preservation and Archiving, Institutional Repositories, ROAR, DOAR, SHARPA-ROMIO, Content Management, Application of Artificial Intelligence,
5. Expert Systems and Robotics in Libraries, Library Consortia, Internet Resources and Services, Library Automation; Software and software packages, Data Security; Digital Library, Digitization, Digital preservation, Digital Library Initiatives, Institutional Repositories, Application of RFID Technology in Libraries.
6. Research Methods in Library and Information Science: Research design and methodologies, Data collection and analysis, Writing research proposals and reports, Information Ethics and Intellectual Property, Copyright and fair use, Plagiarism-concept and types , RTI; Information Technology Act, Privacy and confidentiality Ethical issues in information dissemination, Reference styles, research design, methods of data collection, Reference style management, citation tools, Anti plagiarism tools, Metric studies in LIS, Impact factors, Trends in library and Information Science Research.
7. Bibliometrics, Scientometrics & Webometrics - Measuring Scientific Publications, Citations, h- Index, Impact Factor, Scientometric Indicators, Altmetrics etc. Future Trends and Challenges, Content Development, Information storage and Retrieval Systems.
8. Procurement Process for Library, GeM Rules and Procedures, GFR-2017.

  
Registrar