Telangana State Private Universities Act No. 11 of 2024
Gowraram, Hyderabad, Telangana, 502279
www.kaveriuniversity.edu.in

NOTIFICATION NO. 17/2026

Knowledge Management Centre

Junior Library Assistant (01)

Minimum Qualifications & Experience

Bachelor's Degree in Library & Information Science (B.L.I. Sc) from a recognized University or Institution. No prior experience is required. Freshers are welcome to apply. Candidates below age 28 are preferred.

Key Responsibilities

- Assist library staff in routine library operations and user services.
- Support the issue, return, shelving, and arrangement of books and other resources.
- Assist in maintaining library records, registers, and databases.
- Support cataloguing, classification, labelling, and processing of library materials.
- Assist students and faculty in locating books and accessing library resources.
- Support stock verification, digitization, and other library activities assigned by the Librarian.

Application Procedure

Interested candidates may download the Non-Teaching Application Form from:

Kaveri University – Downloads Applicants should submit the completed application form along with Resume and relevant experience certificates in a single PDF document to: careers@kaveriuniversity.edu.in

Last date for submission: 10-10-2026

Registrar