

SREENARAYANAGURU OPEN UNIVERSITY, KOLLAM

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Dated : 07/10/2026

NOTIFICATION

APPLICATIONS ARE INVITED FOR THE POST OF UNIVERSITY LIBRARIAN (FULL-TIME CONTRACT BASIS)

About the University and the Post

Sreenarayanaguru Open University (SGOU), Kerala's first Open University, carries forward the vision of the great social reformer Sreenarayanaguru: enlightenment and empowerment through education. Through Open and Distance Learning (ODL) and online modes, the University reaches learners in every district of Kerala, including working professionals, homemakers, and first-generation and lifelong learners.

SGOU now seeks a visionary **University Librarian** to build its library cum knowledge centre from the ground up. The aim is a hybrid Central Library and Learning Resource Centre including state of the art public digital library where a learner in any corner of Kerala has the same access to knowledge as a learner on campus. This is a rare opportunity to design, establish and lead a digital-first University library, and to set a benchmark for Open University libraries in India.

Applications are therefore invited from eminent, innovative and technology-driven library professionals for the post of University Librarian on a **full-time contract basis**. Qualifications follow the UGC (Minimum Qualifications for Appointment of Teachers and Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) Regulations, 2018, as amended from time to time.

What the University offers:

- A clear mandate and the leadership autonomy to establish a new University library, with its policies, systems and team, from inception.
- Statewide impact: services that reach learners at the Headquarters, Regional Centres and Learner Support Centres across Kerala.
- Institutional support for digital library, institutional repository and large-scale digitisation initiatives.
- Collaboration with national knowledge networks such as INFLIBNET, NDLI and ONOS.

Particulars	Details
Name of the Post	University Librarian
Number of Posts	01 (One)
Nature of Appointment	Full-time, on contract basis
Period of Contract	Initially for one year, extendable based on performance review and requirement of the University
Remuneration	Consolidated monthly remuneration of Rs. 39,690/-
Place of Posting	SGOU Headquarters, Kollam, Kerala

Mode of Application	Online
Last Date for Receipt	11/11/2026, 5.00 pm

1. Essential Qualifications and Experience (as per UGC Regulations, 2018)

Candidates must possess all of the following as on the last date of receipt of applications:

1. A Master's Degree in Library Science / Information Science / Documentation Science, with at least **55% marks** or an equivalent grade in a point scale wherever the grading system is followed.
2. At least **five years** as a Librarian at any level in a University /college Library, **or** 5 years of teaching as Assistant Professor / Associate Professor in Library Science, **or** 5 years' experience as a College/institution Librarian.
3. Evidence of **innovative library services**, including integration of Information and Communication Technology (ICT) in the library.
4. A **Ph.D. degree** in Library Science / Information Science / Documentation / Archives and Manuscript-keeping.

Relaxation: A relaxation as per UGC norms and Kerala Government rules.

Note: If the UGC notifies revised regulations before the last date, the qualifications prescribed in the regulations then in force shall apply. Experience will be counted only for regular or full-time service in institutions recognised by the UGC or the competent statutory body, supported by documentary proof.

2. Desirable Qualifications and Credentials

Preference will be given to candidates who demonstrate, with documentary evidence, one or more of the following:

1. **Library establishment:** Proven experience in planning and setting up a new University or institutional library from inception. This includes space planning, collection building, procurement, staffing and policy framing.
2. **Digital library experience:** Hands-on experience in designing, implementing and managing digital libraries and Institutional Repositories on open-source platforms such as DSpace, Greenstone or EPrints.
3. **Digitisation:** Successful execution of digitisation projects for rare books, manuscripts, theses, archives or learning materials. This includes metadata standards (Dublin Core, MARC 21), persistent identifiers (DOI, Handle), preservation formats and digital rights management.
4. **Library automation:** Expertise in Integrated Library Management Systems such as Koha or SOUL, RFID-based circulation and security, and web-scale discovery services.
5. **E-resources management:** Experience in managing e-journals, e-books and databases, consortia such as e-ShodhSindhu and One Nation One Subscription (ONOS), remote access tools and usage analytics.
6. **Open and Distance Learning:** Experience of library and information services for distance and online learners, Open Educational Resources (OER) and MOOCs (SWAYAM).
7. **National networks:** Familiarity with INFLIBNET services (Shodhganga, Shodhgangotri, IRINS, plagiarism detection tools) and the National Digital Library of India (NDLI).
8. **Open access and copyright:** Experience in framing open access, copyright and licensing policies, including Creative Commons, for University publications and learning materials.

9. **Accessible library services:** Experience in services for learners with disabilities, such as assistive technologies, accessible formats (DAISY, accessible PDF) and compliance with the Rights of Persons with Disabilities Act, 2016.
10. **Emerging technologies:** Exposure to AI-enabled search and discovery, research data management, bibliometrics and research analytics, and Malayalam (Unicode) digital content.
11. **Research and professional standing:** Publications in peer-reviewed or UGC-CARE listed journals, research guidance, sponsored projects, and membership of professional bodies such as ILA, IASLIC or KLA.
12. **Quality and accreditation:** Experience in NAAC and NIRF documentation of library and learning resources.
13. **Additional qualifications:** UGC-NET / SET in Library and Information Science, certification in IT, data management or digital preservation, and working knowledge of Malayalam.

Profile of the ideal candidate: The University is looking for a library leader, not only a library manager. The ideal candidate will bring:

- **Vision:** The ability to imagine the library as a statewide learning common, physical and virtual, for an Open University .
- **Builder's track record:** Evidence of having created new systems, services or institutions, rather than only maintaining existing ones.
- **Digital fluency:** Comfort with technology-led change, and the judgement to choose sustainable, open-source and interoperable solutions.
- **Learner focus:** A commitment to equitable access for learners who may never visit a campus.
- **Team leadership:** The ability to recruit, mentor and motivate a library team, and to work with academic schools, IT and administration.

3. Roles and Responsibilities

The University Librarian shall be the Head of the University Library system and shall function under the overall control of the Vice Chancellor. The duties shall include, but not be limited to, the following:

A. Leadership, Planning and Establishment

1. Plan, establish and develop the Central Library and Learning Resource Centre including public digital library at the Headquarters, and library facilities at Regional Centres and Learner Support Centres, including layout, infrastructure, furniture and equipment.
2. Frame the library's vision, Collection Development Policy, Digital Preservation Policy, Open Access Policy and library rules.
3. Serve as Member Secretary of the Library Advisory Committee, and advise University bodies on library and information matters.

B. Digital Library, Digitisation and Technology

4. Build and maintain the SGOU public Digital Library and Institutional Repository, with round-the-clock remote access for learners across the State.
5. Plan and execute the digitisation of Self-Learning Materials, theses, rare documents and University archives, following national and international standards for metadata and long-term preservation.
6. Implement and maintain the ILMS, RFID, OPAC and discovery tools, and integrate library services with the University 's Learning Management System and learner portal.

C. Learner and Research Support

7. Organise reference, information literacy, orientation and research support services designed for distance and online learners.
8. Procure and manage e-resources and consortia memberships, and curate Open Educational Resources aligned with SGOU programmes.
9. Ensure accessible library services for learners with disabilities.
10. Administer plagiarism detection services, and support academic integrity and research visibility as per UGC regulations.

D. Administration, Networking and Quality

11. Prepare the library budget, and carry out procurement in compliance with the Kerala Stores Purchase Manual, the Kerala Financial Code and University rules.
12. Supervise, train and build the capacity of library staff.
13. Coordinate with INFLIBNET, NDLI, other universities and professional bodies for resource sharing and collaboration.
14. Generate library data and reports for IQAC, NAAC, NIRF and other statutory bodies.
15. Perform any other duties assigned by the Vice Chancellor from time to time.

Key deliverables expected during the initial contract period:

1. A five-year Library Development Plan and Collection Development Policy, approved by the Library Advisory Committee.
2. A functional Central Library at the Headquarters with an automated ILMS, a web OPAC and RFID-enabled circulation.
3. The launch of the SGOU Digital Library and Institutional Repository, with remote access for all registered learners.
4. A phased digitisation programme for Self-Learning Materials, University publications and archival records, with defined metadata and preservation standards.
5. A model for library services at Regional Centres and Learner Support Centres, integrated with the University's Learning Management System.
6. An e-resource access and information literacy programme designed for distance and online learners.

4. Age, Terms of Engagement and Selection

Age limit: Upper age limit – 50 years as on 01/01/2026 with usual relaxation to SC/ST and OBC as per Government of Kerala Rules and UGC Norms.

Terms of engagement:

- The appointment is purely temporary and on contract basis. It does not confer any right to regularisation or permanent absorption.
- The contract may be terminated by either party with one month's notice, or one month's remuneration in lieu of notice.
- Leave and other conditions shall be as per the rules applicable to contract staff of the University.

- Continuation beyond the initial period depends on satisfactory performance, reviewed annually.

Selection process:

1. Applications will be scrutinised against the UGC qualifications and the conditions in this notification.
2. The University may shortlist candidates by fixing criteria higher than the minimum, based on qualifications, experience and desirable credentials.
3. Shortlisted candidates will be invited for a presentation on a **vision plan for establishing a hybrid digital library at SGOU**, followed by an interview before a Selection Committee constituted as per UGC norms and the SGOU Statutes.
4. The decision of the University on selection shall be final.

5. APPLICATION FEE & HOW TO APPLY

Category of Applicant	Non-refundable Application Fee
General / OBC	₹[1000/-]
SC / ST / PwBD	₹[500/-]

- Apply online through the University recruitment portal at <https://sgou.ac.in/>. Fill in all particulars and upload legible copies of the required documents.
- Registration fee shall be remitted to (**Account No. 361401010035599, IFSC-UBIN0536148, Branch – Union Bank, Kollam -1**). Fee should be remitted only through online as instructed in the submission portal. Copy of the fee receipt shall be submitted along with the hard copy of the online application to the University. Fee once paid will not be refunded/adjusted under any circumstances.
- After successful online submission, take a printout of the completed application, affix photograph, sign it, attach self-attested copies of all credentials, and send it by post to: The Registrar, Sreenarayanaguru Open University, Kureepuzha, Kollam, Kerala superscribing the envelope '**Application for the post of Librarian, Notification No.**'
- Defective/late applications will be summarily rejected.

Important dates:

Event	Date
Last date for online submission of applications	11/11/2026
Last date for receipt of Hard copy of applications	18/11/2026, 5.00 pm

Documents to be enclosed (self-attested copies):

- Detailed Curriculum Vitae with a recent passport-size photograph
- Proof of age (SSLC or equivalent certificate)

- Degree certificates and mark lists: Graduation, Master's in Library and Information Science, and Ph.D.
- UGC-NET / SET certificate, if any
- Experience certificates clearly showing the post held, nature of appointment, pay level and duration
- A **portfolio of work** covering libraries established, digital libraries and repositories built, digitisation projects executed and ICT innovations introduced, with URLs where available
- List of publications, with copies of the five best
- Community / Non-Creamy Layer / PwBD certificate, where applicable
- No Objection Certificate from the present employer, for those in service
- A vision note (not exceeding 1,000 words) on developing the SGOU Library as a model Open University library
- A signed declaration that the information furnished is true and complete

6. General Conditions

1. Candidates must satisfy all the eligibility conditions as on the last date of receipt of applications.
2. Incomplete applications, applications without supporting documents, or those received after the last date will be summarily rejected.
3. The University shall not be responsible for postal delay.
4. Candidates in service must apply through proper channel, or produce an NOC at the time of interview.
5. No TA/DA will be paid for attending the presentation or interview.
6. Canvassing in any form will lead to disqualification.
7. The University reserves the right to fill or not to fill the post, to cancel or modify this notification, and to re-notify the post, without assigning any reason.
8. Any dispute arising from this notification shall be subject to the jurisdiction of the courts at Kollam, Kerala.


REGISTRAR

Kollam
07/10/2026