



PUNJAB PUBLIC SERVICE COMMISSION
LDA PLAZA- Edgerton Road, Near Aiwan-e-Iqbal, Lahore

JOB DESCRIPTION FOR THE POST OF ASSISTANT LIBRARIAN
CASE NO. 10C2024

Main Responsibilities and Tasks

- To assist the librarian in delivery of Public services.
- Acquisition and automation of library stock.
- Reference and user advisory services of library resources.
- Accounts matters.

Occasional Tasks and Responsibilities

- To assist librarian in conduction of books exhibition.
- To arrange literary gatherings.
- Arrangements of functions on National / Religious days.

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