



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

JOB DESCRIPTION FOR THE POST OF CLASSIFIER / CATALOGUER
CASE NO. 09C2024

Main Responsibilities and Tasks

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

Occasional Tasks & Responsibilities

- To assist the librarian in conduction of books exhibition.
- To arrange literary gatherings
- Arrangements of functions on natural / religious days.

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