



Ministry of Culture
Government of India



राष्ट्रीय आधुनिक
कला संग्रहालय
NATIONAL GALLERY
OF MODERN ART



National Gallery of Modern Art, Bengaluru
(Subordinate office of the Ministry of Culture)

#49, Manikyavelu Mansion, Palace Road, Bangalore-560 001

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No. NGMA/BLR //2026-27/F.No.176/212

Date: 20-07-2026

NOTIFICATION

National Gallery of Modern Art (NGMA), Bengaluru, a subordinate office under the Ministry of Culture, Government of India, invites applications from eligible candidates for engagement as Assistant Librarian on outsourcing basis (hereinafter referred to as the Consultant).

Details of Engagement

- Name of the Post: Assistant Librarian
- Mode of Engagement: Outsourcing / Contract basis
- Monthly Remuneration: Rs. 40,000/- (consolidated)
- Age Limit: The upper age limit shall be 55 years as on the closing date of application.
- Last Date :- The last date for submission of application is 10-8-2026

Terms and Conditions

- The engagement is purely temporary and contractual in nature.
- The Consultant will not be entitled to ESI, EPF, pension, gratuity, medical reimbursement, leave encashment, or any other benefits admissible to regular Government employees.
- The contract may be terminated at any time without assigning any reason.
- The engagement shall remain valid for two years until the post is filled on a regular basis from the ministry, whichever is earlier.
- Selected candidates will be required to perform duties assigned by the competent authority of NGMA, Bengaluru.
- The candidates need to send the applications with their CV to ngma.bengaluru@gmail.com

Interested and eligible candidates may submit their applications in the prescribed format along with supporting documents within the stipulated time. The details of essential qualifications, experience and the job profile etc. are available on the NGMA, Bengaluru Website https://ngmaindia.gov.in/ngma_bangaluru_vacancies.asp . Applications received incomplete or after due date, will not be entertained. Only shortlisted candidates will be called for Interview. Canvassing in any form will be disqualification. No T. A will be paid for attending the interview.



(Subarna Patro)
Curator & HOO
NGMA, Bengaluru

Job Description: Professional Library Assistant

Position: Professional Library Assistant

Location: NGMA, Bengaluru

Terms and conditions

The position is being filled on Outsource basis for a period of two years. The outsourced employee will be terminated with a notice period of two months if the service rendered is not satisfactory. Monthly consolidated remuneration of Rs 40000/- (Forty Thousand) will be provided. The working hours will be the same as the gallery hours, with a weekly holiday on Monday.

About the Role

The NGMA is seeking a dedicated and detail-oriented **Professional Library Assistant** to support the management and day-to-day operations of its reference library. The successful candidate will assist in organising and maintaining library collections, provide reference support, and ensure efficient access to information resources related to art, culture, history, and allied disciplines.

Working under the supervision of the Director or Librarian-in-Charge, the candidate will be expected to independently manage routine library operations and contribute to the effective functioning of the library.

Key Responsibilities

- Manage the day-to-day operations of the NGMA reference library under the supervision of the Director or Librarian-in-Charge.
- Provide reference and information services to researchers, museum staff, and visitors.
- Perform indexing, abstracting, cataloguing, classification, and metadata creation for library resources.
- Organise, maintain, and update print and digital collections.
- Assist in accessioning, shelving, stock verification, and preservation of library materials.
- Support users in locating and accessing library resources.
- Maintain library records, statistics, and documentation.
- Assist in the development and maintenance of bibliographies, finding aids, and subject guides.
- Coordinate routine library work and other library housekeeping activities.
- Perform any other library-related duties assigned by the Director or Librarian-in-Charge.
- Contribute in conducting various programmes for awareness and effective use of collections.
- Prepare resource lists and research materials for exhibition, cultural and outreach programs.
- Contribute to the continuous development of library services and user support for the optimum utilisation of the resources.

Essential Qualifications

- Master's degree in library and information science (MLISc) from a recognised university.

- **2–3 years of professional experience** in a library, preferably in an academic, research, museum, archive, or cultural institution.
- Demonstrated experience in:
 - Reference and information services
 - Indexing and abstracting
 - Cataloguing and classification
 - Collection organization and maintenance
 - Routine library operations
- Good knowledge of library software such as KOHA, DSpace and standard library practices.
- Strong organisational, communication, and interpersonal skills.
- Ability to work independently while coordinating effectively with the Director or Librarian-in-Charge.

Desirable Qualifications

- Experience working in a museum, art, heritage, archive, or special library.
- Familiarity with digital library tools and metadata standards for book catalogues and museum artefacts.
- **Knowledge of Kannada** (reading, writing, or speaking) will be considered an added advantage.
- Interest in art, culture, heritage, or museum collections.

Personal Attributes

- Self-motivated and responsible.
- Detail-oriented with a high degree of accuracy.
- Ability to prioritise tasks and work independently.
- Commitment to providing high-quality library and information services.
- Willingness to learn and adapt to new technologies and workflows.