**JOB CODE: 057 TITLE: Research Associate LAST DATE: 22/05/2019**

Total No. of Posts: 02

Gender: Male / Female

Age: 23-32 yrs

Remuneration: 24,000 per month (consolidated)

Type: On contract

Job Description:

* Documentation of archival records.
* Management of digital images.
* Assist in research assignments.
* Supervise data entries in collection management software.
* Any other work as may be requested by the Director.

Essential Qualification:

* Post-Graduation in History / Art History / Archaeology / Ancient Indian History & Culture or any related subject.
* Knowledge of MS Office
* Should have good written and communication skills in English, Hindi or Marathi

Desirable Qualification:

* Minimum 1 year experience in a Museum/ Art Gallery/ Archives
* Basic knowledge of Adobe software
* Enthusiastic, self –starter, ability to work with deadlines

**APPLICATION PROCEDURE**

Interested candidates may send only CV with photograph on or before 22nd May 2019 to The Assistant Director (Admin) on the above mentioned address. Kindly superscribe the envelope with the post applied for along with the Job Code **OR** email your CV mentioning the Job Code in the Subject line on recruitmentcsmvs@gmail.com