



Kerala Council for Historical Research

Vyloppilly Samskriti Bhavan, PB No. 839, Nalanda,
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APPLICATIONS INVITED

No.757/Estta-Project Asst/KCHR/21

Dt. 22-09-2022

KCHR is recruiting a project assistant, on contractual basis, in the KCHR Trivandrum office. The details are provided below. All applications **must only be done in the online mode**. The link to the application form is provided in the KCHR website (kchr.ac.in). No hard copy or email applications will be entertained. The last date for applying is 21st October 2022.

PROJECT ASSISTANT (Grade-1) – ACADEMIC (General)

Nature of Employment	:	Contract for 1 year (project staff)
Number of posts	:	1
Age Limit	:	36 years as on 1/1/2022 (relaxation as per existing government rules).
Essential Qualifications	:	MA in History/ Social Sciences/Humanities
Desirable Qualifications	:	<ul style="list-style-type: none">● Proficiency in scanning● Intermediate level computer skills including MS Office, Google Spreadsheets and Google Applications
Work Description	:	<ul style="list-style-type: none">● Helping with correspondence and programme schedule.● Assistance in the updation of programme details and Contact list details.● Assistance with drafting proceedings.● Assistance with programme scheduling.● Any other matter that may be assigned to the Assistant.
Remuneration	:	Rs.30,995 per month (consolidated pay)

Sd/-

Director

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