

Serampore College

9, William Carey Sarani, Maniktala, Serampore, Hooghly, West Bengal-712201

Date: 20.04.2022

Applications are invited from qualified and committed individuals for the post of Coordinator in the Carey Library and Research Centre (CLRC) on a contractual basis.

Eligibility:

1. Minimum qualification: – Graduation.

Preferred qualification –

1. Post-Graduate degree in one of the following:
 - History
 - Library Science
 - Records Management
 - Archival Science
2. Experience in handling old documents.
3. Experience in digitization of documents.
4. Fluency in English and Bengali.
5. Working knowledge of Computer.

Remuneration: 18,000/- per month.

Note:

1. Applications should be sent in a plain paper with CV and necessary documents including NOC (Institution, Organization, Church) on or before 7th May, 2022.
2. Short listed candidates may be called for physical interview.
3. Candidates called for interview must bring their documents in original.
4. Applications will only be received through post/email.

Principal & CEO
Serampore College,
9 William Carey Sarani,
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Dr. Vansanglura
Principal & CEO
Secretary, Council of Serampore College

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Council of Serampore College

