

Indian Academy of Sciences
Bengaluru 560 080

Indian Academy of Sciences (IASc), an autonomous institution under the Department of Science & Technology, Government of India publishes scholarly journals, thematic books and other publications. It strives to meet its objectives through promotion of original research and dissemination of scientific knowledge to the community via meetings, discussions, seminars, symposia and publications. The Academy currently publishes 11 journals in various disciplines in science (please visit www.ias.ac.in for more details). The Academy is looking to recruit the following personnel on outsourced contract basis.

1 Copy Editor: (No of posts - 2)

Educational qualification: Essential: Bachelor's degree in science from a recognized university with a minimum of 50% marks

Desirable: Master's degree in science from a recognized university with at least 50% aggregate marks.

Experience: 2-3 years of experience in language copy-editing (online in word/latex) of scientific articles and proof reading; in case of Master's degree holders and 5-6 years in case of Bachelor's degree holders. The incumbent should have worked in a reputed publishing company/institution as copy editor.

Age: Not more than 35 years as on 10 September 2022

Monthly remuneration: Rs 27,000/- per month including ESI and PF contributions through the contracting firm for post graduates as per the Ministry of Science and Technology OM.

The selected candidates will be initially offered contractual appointment for a period of one-year renewable up to 5 years based on the need and performance of the candidate.

2. Editorial Assistants (No of posts - 2)

Educational qualification: Master's/Bachelor's degree in any discipline from a recognized University.

Experience: 2-3 years of experience in handling of publication software, thorough knowledge of MS-Office, generating written content and editing such content from other writers, organizing seminars and events etc.

Age: Not more than 35 years as on 10 September 2022.

Monthly remuneration: Rs 21,000/- per month including ESI and PF contributions through the contracting firm for graduates Rs 27,000/- per month including ESI and PF contributions through the contracting firm for post graduates as per the Ministry of Science and Technology OM.

The selected candidates will be initially offered contractual appointment for a period of one-year renewable up to 5 years based on needs and performance of the candidate.

The application as per the prescribed format (available at www.ias.ac.in/positions) along with the CV, self-attested copy of experience, proof of age and other pertinent documents should be sent by email to execsec@ias.ac.in with subject line "Application for the post of Copy Editor/ Editorial Assistant" before 10 September 2022.