Kerala Council for Historical Research

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

No.498/Estta-Comp.Operator/KCHR/2022   **09-05-2022**

KCHR invites applications for the post of Computer Operator in the KCHR Trivandrum office. The details are provided below. All applications **must only be done in the online mode**. Links to the application forms are provided in the KCHR website (kchr.ac.in). No hard copy or email applications will be entertained. The last date for applying is 10 June 2022,5.00 PM.

<table>
<tr><td colspan="3" align="center">1. COMPUTER OPERATOR</td></tr>
<tr><td>Nature of Employment</td><td>:</td><td>Permanent</td></tr>
<tr><td>Number of posts</td><td>:</td><td>1</td></tr>
<tr><td>Age Limit</td><td>:</td><td>36 years as on 1/1/2022 (relaxation as per existing government rules).</td></tr>
<tr><td>Essential</td><td>:</td><td>Post-Graduation in Computer Science
3 years of experience in System Administration</td></tr>
<tr><td>Desirable Qualifications</td><td>:</td><td>Knowledge in
Operating systems (Windows and Linux)
Office suites (Microsoft Office, G Suite etc.)
Google Applications (Google Drive)
Scanning and computer hardware.
Knowledge in programming</td></tr>
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Work Description	:	- To take backup of the server installed in the State Data Centre - To maintain the networking, data base, digital archiving and server management. - To handle, system management and system administration - To maintain LAN and internet connectivity in the office - Purchase of Computers/ Laptops / Printers/ Scanners etc. - To be in charge of the digitizing and e-publishing of the historical documents - Any other duties assigned from time to time
Scale of Pay	:	19, 000 - 43, 600 (un-revised)

Sd/-

Director

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