



past for a positive future

Kerala Council for Historical Research

PB No.839, Vylloppilly Samskrithi Bhavan, Nalanda,
Thiruvananthapuram, Kerala-695 003, India

APPLICATIONS INVITED FOR THE POST OF DIRECTOR

Kerala Council for Historical Research (KCHR), a premier autonomous and trans-disciplinary social science research institution located at Thiruvananthapuram, Kerala, invites applications for the post of Director.

Name of Post	Director , Kerala Council for Historical Research
Scale	UGC
Age Limit	50 years (One year age relaxation will be provided to the internal candidates)
Essential Qualifications	a. Ph.D and Post-Graduation in History b. Research Publication (At least 5 research papers in professional journals and 1 research monograph) c. Teaching/Research Experience of not less than 10 years.
Desirable Qualifications/ Experience	a. Post-doctoral research b. Evidence of administrative experience c. Knowledge of language in addition to Malayalam and English

Job Responsibilities

- He/she shall be the custodian of the records of the Council and such other property as the Executive Council may entrust to his charge.
- He/she shall conduct official correspondence on behalf of the Council and shall prepare and present the annual budget of the Council for consideration and approval of the Executive Council.
- He/she shall submit proposals from time to time for the fulfillment of the objects and performance of the functions of the Council for consideration and sanction by the Executive Council and on their approval implement them.
- He/she shall prescribe the duties and responsibilities of all employees of the Council and exercise supervision and disciplinary control over their work and conduct.

- The Director shall sanction expenditure on contingencies, supplies, services and purchases of articles required for the day-to-day administration of the Council, subject to financial propriety and subject to the limits up to which he may be authorized to sanction.
- The Director shall exercise such administrative and financial powers other than those mentioned above as may be delegated to him from time to time by the Executive Council.
- All orders and other instruments relating to the Council shall be expressed in the name of the Executive Council and shall be executed on behalf of the Council, by the Director.
- Execute all contracts and transactions of properties expressed to be made in the name of the Executive Council and for and on behalf of the Council by the Director.
- He/she shall also exercise such other functions and responsibilities as may be delegated to him/her from time to time by the Executive Council.

Selection Procedure: Selection will be made on the basis of the interview of the Short-listed candidates. Merely satisfying the eligibility norms will not entitle a candidate to be short listed. If necessary, other modes of evaluation will be employed to evaluate competence.

Applications with detailed CV, testimonials, and recommendations of two referees along with documents that confirm innovative abilities and achievements shall reach the Director, KCHR **on or before 14th September, 3 pm**

More details are available in our website, www.kchr.ac.in

Director
Kerala Council for Historical Research