

JADAVPUR UNIVERSITY

KOLKATA 700032

CIRCULAR

Date: 19 June 2021

An online interview will be held for the recruitment of one 'Copy-editor (English)' for Jadavpur University Press (Publications), the publishing arm of Jadavpur University. The post details are as follows:

Post Copy-editor (English). Contractual.

Number of posts 1 (one)

Essential qualifications

- First-class in MA in either Comparative Literature or English
- Familiarity with MS-Word; knowledge of style-sheets
- Full-time experience of working in an academic publishing house
- Experience of having carried out copy-editing of book-length academic documents

Remuneration Rs 25,000 per month (consolidated)

Duration One year from date of starting; may be renewed subject to review

Age limit Not more than 35 years

Interested candidates may apply directly by email to [jupress@jadavpuruniversity.in](mailto:jupress@jadavpuruniversity.in) with filled-in application form, proof of experience, certificates, and mark-sheets (self-attested scanned copies) as attachments by 4 July 2021. The date and time of the online interview will be communicated to the shortlisted candidates. The format of the application may be downloaded from the following link:

[http://www.jaduniv.edu.in/upload\\_files/research\\_data/1392050161-1.pdf](http://www.jaduniv.edu.in/upload_files/research_data/1392050161-1.pdf)

Registrar