डॉक्टर हरीसिंह गौर विश्वविद्यालय
सागर मध्यप्रदेश - 470003



Walk in intervew (वाक इन इंटरव्यू) दिनांक - 21/04/2026 समय - 10 बजे

संस्कृति मंत्रालय, भारत सरकार ज्ञान भारतम् के अंतर्गत पांडुलिपियों के सर्वेक्षण, संरक्षण, डिजिटलीकरण एवं भाषाई कार्यों के प्रभावी संचालन हेतु क्लस्टर केंद्र, संस्कृत विभाग, डॉ. हरीसिंह गौर विश्वविद्यालय सागर में निम्नलिखित पदों पर योग्य एवं अनुभवी अभ्यर्थियों से आवेदन आमंत्रित किए जाते हैं-

क्र.	पद का नाम	पद की संख्या	वेतन	योग्यता	अनुभव
01	केंद्र समन्वयक (Centre Coordinator)	01	60 हजार प्रतिमाह	संस्कृत या संबंधित विषय में स्नातकोत्तर।	न्यूनतम 10 वर्ष का पांडुलिपि विज्ञान में कार्य अनुभव
02	सर्वेक्षण एवं सूचीकरण विशेषज्ञ (Survey & Cataloguing Expert)	01	40 हजार प्रतिमाह	संस्कृत या सम्बंधित विषय में स्नातकोत्तर।	न्यूनतम 5 वर्ष का पांडुलिपि सर्वेक्षण, सूचीकरण एवं डेटा प्रबंधन का अनुभव।
03	संरक्षण विशेषज्ञ (Conservation Expert)	01	40 हजार प्रतिमाह	संस्कृत विज्ञान या संबंधित विषय में स्नातकोत्तर	5 वर्ष का पाण्डुलिपि संरक्षण का अनुभव।
04	तकनीकी विशेषज्ञ (Technology & Digitization)	01	40 हजार प्रतिमाह	कंप्यूटर विज्ञान में स्नातकोत्तर /MCA/पीजी डिप्लीमा कम्प्यूटर विज्ञान।	न्यूनतम 2 वर्ष का डिजिटिलाइजेशन का अनुभव।
05	लिपि एवं भाषा विशेषज्ञ (Script & Language Expert)	01	40 हजार प्रतिमाह	संस्कृत / इतिहास में स्नातकोत्तर	5 वर्ष का अनुवाद/लिप्यंतरण भाषाई कार्य का अनुभव।

नोट- विज्ञापन से संबंधित विस्तृत विवरण के लिए डॉक्टर हरीसिंह गौर विश्वविद्यालय सागर की ऑफिशियल वेब साईट देखें www.dhsgsu.edu.in

अध्यक्ष, संस्कृत विभाग

10/04/26

अध्यक्ष, संस्कृत विभाग
Head, Dept. of Sanskrit
डॉ. हरीसिंह गौर विश्वविद्यालय, सागर
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F. No. GBM-GBM/19/2026-25
Ministry of Culture
Gyan Bhartam
******

8th Floor, Tower I
Jeewan Bharti, Connaught Place,
New Delhi - 110001

To,

1. The Centre Head,
Cluster Centre
(as per list enclosed)

2. The Centre Head,
Independent Centre,
(as per list enclosed)

Subject: **Hiring the services of "Centre Coordinator" and "Vertical Experts" in Gyan Bhartam Cell of Cluster/Independent** – request **regarding.**
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Sir/Madam,

The undersigned is directed to invite your kind attention to the subject cited above and also to the letter number GBM/22/2025-C&M vide which fund of Rs. 40 lakh (Rs. Forty lakh) and Rs. 30 lakh (Rs. Thirty lakh) to the Cluster Centre and Independent Centre respectively.

2. Kind attention is also invited to the Annexure to the MoU, signed between Gyan Bhartam and Centers, indicating the details of funds earmarked for various activities. Accordingly, fund earmarked for hiring services of Center Coordinator and Experts is as follows:

Cluster Centre:

Designation	Remuneration per person per month	Total expenditure per month	Total expenditure per annum
Centre Coordinator	Rs.60,000/-	Rs.60,000/-	Rs. 7,20,000/-
4 Expert – one each in Survey & Cataloguing, Conservation, Script & Language, Technology & digitization	Rs.40,000 /-	Rs. 1,60,000 /-	Rs.19,20,000/-
Total		**Rs. 2,20,000 /-**	**Rs. 26,40,000/-**

Independent Centre:

Designation	Remuneration per person per month	Total expenditure per month	Total expenditure per annum
Centre Coordinator	Rs.50,000/-	Rs.50,000/-	Rs. 6,00,000/-
4 Expert – one each in Survey & Cataloguing, Conservation, Script & Language, Technology & digitization	Rs.30,000 /-	Rs. 1,20,000 /-	Rs.14,40,000/-
Total		**Rs. 1,70,000 /-**	**Rs. 20,40,000/-**

3. As the nation-wide survey of manuscripts has been launched on 16th March, 2026, it is essential that the Cluster Centre and Independent Centre may initiate and complete the process of hiring the services of personnel as mentioned above **by 3rd April, 2026 positively**. The eligibility conditions for the above named positions are enclosed for ready reference.

4. Accordingly, Heads of Cluster and Independent Centre are hereby requested to hire the personnel through wide publicity and following transparent procedures. Action taken in this regard may kindly be intimated to Gyan Bhartam on priority at gyanbhartammission@gmail.com

Yours sincerely,

Annexure – As above.

(Prof. Anirban Das)
Project Director, Gyan Bharatm

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Name of the position	No. of position	Requisite qualification for the position	Role & Responsibilities
Centre Coordinator	1	Postgraduate degree in Manuscriptology / Sanskrit / Indology / Library & Information Science / Archival Studies / Conservation Science or allied disciplines from a recognized university. Minimum 10 years of professional experience in: • Manuscript cataloguing and documentation • Curation and collection management • Editing and transcription Knowledge of ancient Indian scripts Proven ability to lead a team, and possessing adequate computer proficiency for documentation, reporting, and data management Desirable: a) Demonstrated experience in handling ancient and rare manuscripts b) Exposure to national or institutional manuscript missions/projects is preferred.	• To ensure and academic verification of the authenticity of data pertaining to all 5 verticals of Gyan Bharatam • Effective coordination with the concerned department and Nodal Officer at State/UT and district level for implementation of Gyan Bharatam. • To ensure coordination with staff of all verticals at the centre and good team management. • Preparation of weekly and monthly progress report of works done by the Centre and forwarding it to Gyan Bharatam • Monitoring of proper fund utilisation by the Centre, forwarding financial progress and timely UC to Gyan Bharatam. • Coordinate closely with Gyan Bharatam to achieve the targets set out for the centre. • To act as focal point for all sorts of coordination with Gyan Bharatam. Note: Monitoring of functions and discharge of entrusted responsibilities of Centre Coordinator will be done by Gyan Bharatam

VERTICAL I: SURVEY & CATALOGUING			
Name of the position	**No. of position**	**Requisite qualification for the position**	**Role & Responsibilities**
Survey & Cataloguing Expert	1	Master's degree in Sanskrit/Pali/Prakrit/ Linguistics/ Manuscriptology OR Master's degree in History/ Archaeology/Library & Information Science with Diploma/PG Diploma in Manuscriptology or Conservation AND Minimum 5 years' experience in manuscript survey, cataloguing, manuscript preservation, transcription Knowledge of regional scripts & languages preferred	• Provide overall leadership and supervision of survey operations within the assigned jurisdiction. • Serve as the primary liaison between Gyan Bharatam authorities, survey teams, and partner institutions. • Ensure all metadata entries are accurate and conform to GB-approved standards. • Review and validate the quality of images, geo-tags, and completeness of survey data. • Ensure comprehensive geo-tagging of all manuscripts and repositories surveyed. • Monitor progress and maintain updates on the Centralized GB Dashboard. • Maintain a dedicated channel for reporting operational challenges or emergencies. • Submit regular weekly and monthly progress reports to Gyan Bharatam.

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VERTICAL II: CONSERVATION			
Name of the position	**No. of position**	**Requisite qualification for the position**	**Role & Responsibilities**
Conservation Expert	1	Master's Degree in Science (with Chemistry as a Subject at Graduation Level) OR Master's Degree in Fine Arts/Visual Arts, OR Master's Degree in Art Conservation/ History/Archaeology/Museology/or equivalent subject **AND** Minimum 5 years' experience in manuscript preservation & conservation, Proven ability to lead a team, and computer skills, Adequate computer proficiency for documentation, reporting, and data management, Formal training in Conservation of Manuscripts and Art objects from a reputed National-level institution, such as: National Research Laboratory for Conservation of Cultural Property (NRLC) *Note: The duration of training period must be not less than six (06) months*	• Conduct surveys and assessments of Partner Centres to evaluate infrastructure, collections, and preparedness. • Identify and prioritize manuscripts requiring conservation and digitization, in alignment with GB protocols. • Coordinate closely with conservation teams of the Cluster Centre and Partner Centres to ensure timely and standardized execution of approved activities. Compile and submit weekly and monthly progress reports to the Cluster Coordinator, detailing assessments, conservation status, digitization readiness, and operational challenges.

VERTICAL II: TECHNOLOGY & DIGITIZATION			
Name of the position	**No. of position**	**Requisite qualification for the position**	**Role & Responsibilities**
Technical Expert (Technology & Digitization)	1	Graduate Degree in Computer Science or MCA OR P.G. Diploma in Computer Science Minimum 2 years' experience in manuscript handling, digital imaging, metadata & data management Note: Knowledge of scripts will be an added advantage	• submission of periodic status reports to Gyan Bharatam • ensuring compliance with GB digitization standards • supervising safe manuscript handling • coordinating troubleshooting with Centre Supervisor • ensuring digitization at minimum 400 DPI (true optical resolution) using face-up scanning technology • digitization of workflow • manuscript preparation and handling • high-resolution image capture • metadata creation and validation • conducting first-level quality checks before submission as per checklist which would include: ➢ faithful image reproduction ➢ correct file naming and formats ➢ proper bit depth and resolution (i.e. file properties, and details) ➢ clean edges, contrast, and legibility ➢ no skewing, distortion, or artifacts ➢ correct page order, rotation, and margins ➢ no broken or truncated figures, including illustrations, maps, or diagrams ➢ absence of moiré patterns (wavy lines or swirls caused by repetitive patterns) ➢ no pixilation, with individual pixels not visible to the naked eye ➢ balanced exposure, ensuring images are neither overexposed nor underexposed ➢ no loss of detail in highlights or shadows ➢ complete, accurate, and validated metadata for each manuscript ➢ ensure digital images as per the technical standards of GB, MoC. • submission to Gyan Bharatam for final verification • archival storage and NDR integration

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VERTICAL IV: LINGUITICS & TRANSLATION			
Name of the position	**No. of position**	**Requisite qualification for the position**	**Role & Responsibilities**
Script and Language Expert	1	Master's Degree in Sanskrit/ Pail/ Prakrit/ History/ Urdu/Persian or in any one of the languages mentioned in Eighth Schedule of Constitution Possessing expertise in in any one Language and Script viz. Brahmi, Sarda, Grantha, Bengali, Odiya, Telugu, Tamil etc. **AND** At least 5 years of experience in script reading, decoding and translation, editing Capable for editorial and documentation Support	• Planning, supervision, quality assurance, and reporting • To provide academic leadership for linguistic and translation activities • Liaison with Gyan Bharatam Script and Language Expert Committees • Ensuring adherence to approved linguistic methodologies and timelines • Validating accuracy, consistency, and authenticity of translations, OCR and HTR • Coordinating peer review and language validation processes • Submission of periodic and final reports to GB

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