



RABINDRANATH TAGORE INSTITUTE

NOTICE OF VACANCY

Applications are invited from suitably qualified candidates to work on a contract basis as Research Assistant on the project entitled “Geet–Gawai in Mauritius and India: Continuity and Change” at the Rabindranath Tagore Institute for a period of 11 months.

Qualifications: A. A Bachelor degree in Mauritian Studies

Experience: Experience in research and knowledge of qualitative transcription would be an advantage.

Candidates should be:-

1. Well versed in IT
2. Fluent in English, French & Bhojpuri Language
3. Excellent in analytical skills

Candidates must produce written evidence of any experience claimed.

Duties:

1. Transcription of interviews / questionnaires
2. Compile research documents
3. Exhibit the results of research in presentation format
4. Perform data entry and manage research databases
5. Prepare various reports containing descriptive, analytical, and evaluative content that may be submitted for publication
6. To perform such duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Research Assistant in the roles ascribed to him.

Preference will be given to candidate who:

- have knowledge and experience in Field Work

Remuneration will be at a flat monthly salary of Rs 25,525/-.

NOTE: The selected candidate may be required to work outside normal working hours and perform field work.

MODE OF APPLICATION

Application forms for the post are available at the Reception Counters of Rabindranath Tagore Institute, Ilot, d’Epinay and the Mahatma Gandhi Institute, Moka. The form can also be downloaded from the MGI & RTI Website: <http://www.mgirti.ac.mu>

Applications should be made on the prescribed forms and returned, duly filled in, together with photocopies of birth certificate, marriage certificate (where applicable), valid certificate of character, educational certificates and written evidence of experience claimed, so as to reach the Director General (MGI & RTI), Mahatma Gandhi Institute, Moka, (80808) **not later than 3.30 p.m. on Friday 29 June 2018.**

Applicants should produce evidence of equivalence of qualifications and of knowledge claimed.

The onus for the submission of written evidence of knowledge claimed and equivalence of qualification (if applicable) from the relevant authorities (Tertiary Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of written evidence of knowledge claimed and Equivalence Certificate, as appropriate, by the closing date.

IMPORTANT

- (i) Incomplete, inadequate or inaccurate filling of the Application Form may entail elimination of the applicant. Only the prescribed Application Form should be used.
- (ii) Candidates will be contacted, as far as possible, by email and phone. Candidates are therefore advised to submit valid email address as well as a phone number on which they can be easily contacted.

The post applied for should be clearly marked on the top left-corner of the envelope.

The Rabindranath Tagore Institute reserves the right:
(i) to call only the best qualified candidates for interview and;
(ii) not to fill the vacancy following this advertisement.

Please note that applicants who do not possess a certificate of character will be required to produce the receipt for their application for same as evidence.

Date: 20.06.18

RTI, Ilot, D'Epinay
Tel: 243 7581, 243 9469