The French Institute of Pondicherry (IFP), a research institution under the French Ministries of External affairs and of Research, carries out research in the fields of culture, environment and society. For details see: https://www.ifpindia.org/

Founded in 1955, the IFP has, over the decades, gathered together a large amount of valuable resources and data, particularly in the field of environment where it has collected over 30000 herbarium specimens from Western Ghats and other parts of South and South-east Asia. IFP’s herbarium serves as a reference herbarium for researchers and the student community in the region.

In an effort to streamline the herbarium collection workflows and data organisation, IFP is seeking to recruit a **Technical Assistant** who will:

- Evaluate existing information system, data organisation and data quality
- Work with the informatics team to set up a collections management system streamlined to handle existing and future streams of specimens
- Define workflows for curating existing data into a standard compliant database
- Meticulously curate all existing data without gaps
- Define a digitisation strategy and set priorities for digitising specimens

**Expected Qualifications:**

The ideal candidate will have:

- Masters degree in Botany, Ecology, Biodiversity Conservation or Forestry with demonstrated interest in taxonomy and collections management
- Proficiency in IT skills – spreadsheets, databases, digitising interfaces such as scanners and cameras and data analysis
- Familiar with relevant international standards for botanical collections in adherence to open and FAIR data principles
- Autonomous, goal oriented and inquisitive attitude

**How to apply:** Send a resume and letter of intent to: careers@ifpindia.org mentioning in the subject line: *Application for post of Technical Assistant - Herbarium*

**Deadline:** 27.08. 2021

**Selection process:** The candidates will be interviewed by a jury at the IFP. The interview can be conducted online if required.

**Salary:** In the range of 25500 Rs per month

**Period:** 18 months, starting September 2021