

Scientific Associate

The Bombay Natural History Society (BNHS), established in 1883, is one of India's oldest and most prestigious environmental organizations. For over 140 years, BNHS has been at the forefront of nature conservation, wildlife research, and the study of natural history in India. With a strong legacy in conservation and scientific research, BNHS continues to play a vital role in protecting the country's biodiversity.

BNHS invites applications for the following position for **Academic Coordinator in Hornbill House, Mumbai** and the details about the post, pay, academic qualifications, nature of duties, etc. are given below:

Essential and Desirable qualifications are as follows:

1.	Positions	Academic Coordinator
2.	Posting at	Selected candidates will be posted in Hornbill House, Mumbai
3.	Emoluments	22,000, Negotiable based on experience
4.	Duration	Initially for 01 year and renewable will be performance based and project requirement
5.	Type of engagement	On contractual basis
6.	Essential Qualification	<ul style="list-style-type: none"> Bachelor's degree in Life Sciences with at least 1 year of experience. Fresher can also apply
7.	Key Responsibilities	<ul style="list-style-type: none"> Collecting, gathering and collating the information from the project team working from various field stations. Collecting reports, coordinating with the scientific team working from various field stations across the country for the timely submission of the reports Scientific data compilation and maintenance Going through the project documents and assisting in addressing the timelines in coordination with the scientific team Drafting letters, keep track of the official letter communications, drafting the meeting minutes and following up on the meeting decisions. Coordinating the procurement of the scientific equipment, rings and

		<p>bird ringing data</p> <ul style="list-style-type: none"> • Bird rings stock keeping, distribution and procurement • Stock keeping of the scientific equipment and maintenance • Assisting in workshops, conferences, seminars etc., • Overall assistance to the Principal Investigator and Head – Wetlands and Flyways programme in the programme-related works. • Physically and mentally fit to undertake strenuous field work in harsh weather • Fluency in English, both reading and writing
8	Age Limit	Up to 30 years

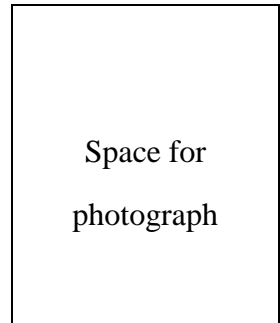
General Instructions:

1. Interested candidates can send their application in the format attached along with a detailed CV, by **30th June, 2026**, by giving two references. While applying, the candidates should mention the **Name of the post** and the **advertisement number** in the subject line of the email Eg. **001/25 - Application for the post of Academic Coordinator and** email the completely filled in application on: cv.hr@bnhs.org.

2. BNHS reserves the right to reject any candidature in view of incomplete information or for any other reason thereof.

Application for the post of Scientific Associate

- Name in full (in BLOCK letters) :
- Date of Birth :
- Nationality :
- Father's /Husband's name :
- Address for correspondence including :
- Mobile & Email :
- Educational / Professional Qualifications from Matriculation onwards



Sr. No.	Examination passed	Year	Board/University	Subject	Marks Obtained

Details of previous employment, if an

Sr. No.	Name of the post	Name of the Institution/organization, full address	Pay scale/Fellowship	Duration		Title of work/nature of experience
				To	From	

- Title of Dissertation/ Thesis (Post Graduate)if any:
- Extra-Curricular Activities:
- Technical Qualifications:

- List of Publications:
- Name addresses contact details of three referees:
- Any other relevant information:

Declaration

I hereby declare that all the information furnished above is true to the best of my knowledge and belief. I shall abide by the terms and conditions specified in the project.

Place

Applicant's signature with date