



SAARTHI - सारथी

करियर मार्गदर्शन पोर्टल · Career Guidance Portal

"सही मार्गदर्शन, उज्ज्वल भविष्य।"

करियर शीट · CAREER SHEET

आर्किविस्ट

Archivists preserve, organise and digitise historical documents, manuscripts, photographs and government records.

It is a specialised career in archives, museums, universities and corporate archives - keeping history safe for the...



Scan for everything on this career

Salary, exams, colleges, the routes in and the steps after — all on the portal.

career.gsssjethantri.in/#/career/socst-4591

राजकीय उच्च माध्यमिक विद्यालय, जेठन्तरी

Govt. Sr. Sec. School, Jethantri · ब्लॉक समदड़ी · बालोतरा (Block Samdari · Balotra)

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सुशील कुमार शर्मा

प्रधानाचार्य, रा.उ.मा.वि. जेठन्तरी · मास्टर ट्रेनर
Principal, GSSS Jethantri · Master Trainer



श्री चेनाराम चौधरी

प्रधानाचार्य, डाइट बाड़मेर
Principal, DIET Barmer



श्रीमती संघमित्रा

वरिष्ठ व्याख्याता, डाइट बाड़मेर (सहयोग)
Sr. Lecturer, DIET Barmer (Support)



भरत चौधरी

अभिकल्पना व विकास · व्याख्याता (इतिहास)
Designed & developed · Lecturer (History)

विशेष धन्यवाद · SPECIAL THANKS



सुरेन्द्र सिंह राठौड़

व्याख्याता (इतिहास) · रा.उ.मा.वि. कानाना



सुरेश कुमार सैन

व्याख्याता (भूगोल) · रा.उ.मा.वि. रामसीन मूंगड़ा



वनिता कुमारी

व्याख्याता (इतिहास) · रा.उ.मा.वि. रामसीन मूंगड़ा



कमलेश चौधरी

व्याख्याता (राजनीति विज्ञान) · रा.उ.मा.वि. टापरा

करियर मार्गदर्शन कार्यशाला, डाइट बाड़मेर (14-17 जुलाई 2026) में विकसित व लोकार्पित
Developed & unveiled at the Career Guidance Workshop, DIET Barmer (14-17 July 2026)

यह एक स्वतंत्र परियोजना है, जो सरकार की आधिकारिक करियर-मार्गदर्शन सामग्री पर आधारित है। · An independent project based on the Government's official career-guidance content.

1 About this career

Archivists preserve, organise and digitise historical documents, manuscripts, photographs and government records. It is a specialised career in archives, museums, universities and corporate archives - keeping history safe for the future.

2 At a glance

Minimum qualification	Class 12 (arts) + degree in library/social science with a diploma in archival studies
Work mode	Office/archive based; digitisation projects too
Demand	Niche but rising - record digitisation missions are creating new roles
Top earning	₹1 lakh+/month in senior government and corporate archive posts

3 What you need

INTERESTS

- Deep interest in history, old documents and heritage
- Love for reading, research and fact-finding
- Enjoy sorting and organising things systematically

ABILITIES

- Good analytical skills
- Sharp attention to detail
- Good communication skills

KEY SKILLS

- Document preservation and conservation techniques
- Cataloguing, classification and indexing

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- Scanning, digitisation and digital database management
 - Basic knowledge of old scripts and languages
 - Research skills and evaluation of historical sources
 - Use of records-management software

4 How to get there

- 1 After Class 10 take arts and finish Class 12 (preferably with history).
- 2 Complete a bachelor's degree in history, sociology or library science.
- 3 Do a diploma in archives and records management - e.g. School of Archival Studies, National Archives of India, New Delhi.
- 4 Or pursue an M.A./M.L.I.Sc. in a related field.
- 5 Gain experience through internships at an archive or museum.
- 6 Apply for government archive recruitments or university positions.

MAIN EXAMS

- CUET UG/PG for admission to central universities
- Admission process of the School of Archival Studies, National Archives of India
- UGC-NET for teaching and research posts

5 Where to study

GOVERNMENT INSTITUTES

- Maharshi Dayanand Saraswati University — Ajmer, Rajasthan
- University of Rajasthan (History / Library Science) — Jaipur, Rajasthan
- School of Archival Studies, National Archives of India — New Delhi
- Gujarat Vidyapith — Ahmedabad, Gujarat
- Osmania University — Hyderabad, Telangana

PRIVATE INSTITUTES

- Annamalai University (Distance & Regular) — Annamalai Nagar, Tamil Nadu

ONLINE

- IGNOU (BLIS / MLIS distance programmes) — Distance education

FEES

Course fees roughly ₹3,000 to ₹1,50,000; much lower in government institutes. Varies by institute.

SCHOLARSHIPS

- National Scholarship Portal (<https://scholarships.gov.in>)
- Vidya Lakshmi Education Loan Portal (<https://www.vidyalakshmi.co.in>)

6 What the work is like

WHERE YOU WORK

Government archives, libraries, museums, universities, religious institutions and corporate archives.

WORK CULTURE

Calm, research-oriented environment of 8-9 hours a day, 5-6 days a week; opportunities exist for persons with disabilities.

WHO HIRES

- | | |
|--|--|
| • National Archives of India, New Delhi | • Rajasthan State Archives, Bikaner |
| • Museums and libraries | • Universities and research institutes |
| • Corporate archives such as Godrej and Tata | • Film and media archives |

DEMAND (2026)

Demand in this niche field is rising steadily in 2026 with government record digitisation, museum modernisation and corporate heritage projects.

7 Career growth

- 1 Assistant/Helper
- 2 Archivist
- 3 Head Archivist
- 4 Director of Archives

EARNINGS

Starting	₹20,000-30,000
Mid level	₹40,000-60,000
Senior level	₹70,000-1,20,000

Average income about ₹40,000-44,000 per month as per NCS; government pay scales apply by post.

8 The good parts · The challenges

The good parts

- Satisfying work connected to history and heritage
- Stable jobs in the government sector
- Calm and scholarly work environment

The challenges

- Posts are limited and the field is niche
- Starting salary can be modest
- Working with old documents needs care around dust and chemicals

9 Real-life journeys

P. K. Nair

Film archivist; founder of the National Film Archive of India

Kerala-born P. K. Nair founded the National Film Archive of India at Pune in 1964 and built a collection of over 12,000 films from nothing. The documentary Celluloid Man on his life won National Awards.

Wikipedia · https://en.wikipedia.org/wiki/P._K._Nair

Urvashi Butalia

Oral historian and writer archiving Partition memories

Urvashi Butalia recorded interviews with over 70 Partition survivors and preserved them in her acclaimed book - archival documentation work that earned her the Padma Shri in 2011.

Wikipedia · https://en.wikipedia.org/wiki/Urvashi_Butalia

10 If this route does not work out

One exam or one attempt does not close the door. The same subjects also open these routes — entry is usually easier, and you can return to this field later.

- Political Scientist
- Criminologist
- Museologist

11 Sources & further reading

1. Rajasthan Career Guidance portal - official career page — <https://cg.rajasthan.gov.in/careerguidance/hi/career/archivist-%e0%a4%86%e0%a4%b0%e0%a5%8d%e0%a4%95%e0%a4%bf%e0%a4%b5%e0%a4%bf%e0%a4%b8%e0%a5%8d%e0%a4%9f/>
2. National Career Service portal — <https://www.ncs.gov.in>
3. National Scholarship Portal — <https://scholarships.gov.in>
4. NIRF institute rankings — <https://www.nirfindia.org>
5. Vidya Lakshmi education loan portal — <https://www.vidyalakshmi.co.in>



And 770+ more careers — the whole portal

Interest and aptitude tests, government jobs, skill courses and a CV builder — free, no login, and it works offline.

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