**Associate Editors - Humanities (Office or Telecommute)**

Cactus Communications is a leading provider of scientific communication services to more than 60,000 clients across 116 countries. We are currently looking to hire Associate Editors in the Humanities and Social Sciences field.This is a full time position which could either entail working from office in Mumbai or working from home (telecommute).

**WHAT YOU WILL DO:**

* As an associate editor, you will help researchers improve the language and clarity of their documents and ensure that the documents comply with style and format requirements.
* Manage deadlines and have high quality standards.
* Review the assignments done by editors and provide timely feedback with the aim of making them independent contributors.

**WHY THIS IS A GREAT OPPORTUNITY:**

* This position permits flexibility. Candidates from any part of India are invited to apply. You can choose to either telecommute or work from our office in Mumbai.
* You will receive training to become adept at editing and reviewing both academic and non-academic manuscripts and will be provided with the necessary technological support (laptops will be provided to telecommuters).
* You will also have unlimited access to exclusive interviews with industry experts, articles on the latest industry trends, and publication and writing tips on our learning and discussion platform.
* At CACTUS, you will be exposed to research carried out worldwide and will get an insider’s view of the burgeoning, multi-million-dollar publishing industry.

**WHAT YOU NEED:**

* A degree (bachelor’s, master’s, PhD, etc.) in the Humanities, Social sciences or Commerce background (detailed subject-area list below)
* Excellent written English skills and attention to detail
* Familiarity with MS Word, Excel, and PowerPoint

**APPLICATION PROCESS**

To apply, please access this link: <http://bit.ly/1LujoAc>

**DETAILED SUBJECT-AREA LIST** :  
Literature, Arts and Media, Psychology, Social Sciences, Business and Finance, Economics