



**Birla Institute of Technology & Science, Pilani**  
Hyderabad Campus  
General Administration Unit

**Recruitment Notification for Non -Teaching Staff at BITS Pilani - Hyderabad campus.**

Sl. No	Designation	No of Positions	Min. Basic and Level	Qualification and Experience	Brief Description of the Profile.
1	Manager, Intellectual Property – (University Wide) (Professor In charge - CIIE)	1	Upto 18 lakhs annual CTC (includes target based performance incentives)	<ul style="list-style-type: none"><li>PG in science or Graduate in Engineering along with <b>Bachelors / Masters in Law</b> with specialization in Intellectual Property Laws</li><li>Experience: 5 to 8 years</li></ul>	<ul style="list-style-type: none"><li>Job Description enclosed</li><li>Mandatory Skills: Well versed with Trade Marks, Copyright, Patent and Design Laws and operational requirements.</li></ul>
2	Research Analyst (SRCD -Dean University wide)	1	Rs 10- 12 Lakhs annual CTC (based on experience which includes target-based performance incentives).	<ul style="list-style-type: none"><li>Graduate (engineering, science/computer science, business) with mathematics or analytics-related focus.</li><li>PG in quantitative discipline (statistics, data science, applied mathematics, business).</li></ul>	<ul style="list-style-type: none"><li>Job Description enclosed</li></ul>
3	Sr. Officer Placements (Placements)	1	Level 8 (Entry Pay Rs 47600)	<ul style="list-style-type: none"><li>PG/Graduate with 8-12 years of campus Placements experience</li><li>Willing to travel and work on extended timings based on the campus drives and requirements of the placement unit.</li></ul>	<ul style="list-style-type: none"><li>Job Description enclosed</li><li>Preferably below 40 years</li></ul>
4	Asst. Hostel Superintendent (Male) Student Welfare Division	2	Level 6 (Entry Pay Rs 35,400 Pay )	<ul style="list-style-type: none"><li>Post /Graduate with 5-10 of years relevant experience in reputed educational institutions.</li></ul>	<ul style="list-style-type: none"><li>Detailed Job description enclosed</li></ul>
5	Jr. Nurse, Grade II (Male) Medical Centre	2	Level 4 (Entry Pay Rs 25,500)	<ul style="list-style-type: none"><li>B.Sc. Nursing /Diploma in General Nursing Midwifery with 3-5 years of experience.</li><li>Must be registered with Indian Nursing Council / State Nursing Council.</li></ul>	<ul style="list-style-type: none"><li>Job description enclosed</li><li>Preferably below 40 years</li></ul>



**Birla Institute of Technology & Science, Pilani**  
Hyderabad Campus  
General Administration Unit

Sl. No	Designation	No of Positions	Min. Basic and Level	Qualification and Experience	Brief Description of the Profile.
6	Technician– Computer Centre	1	Level 4 (Entry Pay Rs 25,500 Pay )	<ul style="list-style-type: none"><li>• BE/MCA with CCNA or CCNP certifications.</li><li>• 3-5 yrs of Experience in reputed organizations in a similar role is an added advantage.</li></ul>	<ul style="list-style-type: none"><li>• Installing and maintaining well - functioning computer networks, connections and cabling</li><li>• Performing troubleshooting to network failures and</li><li>• Identify bottlenecks to ensure long term efficiency of network and some documentation experience</li></ul>
7	Junior Technician – Chemical Engineering	1	Level 3 (Entry Pay Rs 21,700 Pay)	<ul style="list-style-type: none"><li>• Diploma in Chemical engineering/ B.sc Chemical Technology with 2 – 3 years of relevant experience.</li></ul>	<ul style="list-style-type: none"><li>• Setting up equipment for laboratory courses.</li><li>• Handling and troubleshooting of various lab equipment</li><li>• Helping in operating equipment in research labs.</li><li>• Handling analytical instruments like GC, HPLC, Spectrophotometer etc.</li><li>• Inventory management and purchase process</li><li>• Helping in operating equipment in research labs</li></ul>

**Mandatory Requirements**

- Good knowledge of written and spoken English.
- Ability to operate a computer with working knowledge of MS Office and relevant programs applicable to the role.

**Procedure for Application:**

- These positions are open for both **internal and external** candidates. We request you to refer suitable candidates for the above positions.
- Internal candidates are requested to submit the application along with a letter justifying their suitability for the position duly forwarded by their Reporting Officers to HR Manager.
- **External candidates** may send their applications directly to [hr@hyderabad.bits-pilani.ac.in](mailto:hr@hyderabad.bits-pilani.ac.in) with details of **Position applied** in the subject.
- **Last date to submit the applications to the HR Manager is July 20, 2023**

**P Yogeeswari**  
Dean - Administration