



# Birla Institute of Technology & Science, Pilani

Pilani Campus (An Institution of Eminence)

## JOB DESCRIPTION

<b>About BITS, Pilani</b>	<b>Birla Institute of Technology &amp; Science, Pilani</b> has been declared as an "Institution of Eminence Deemed to be University" by the Central Government of India in exercise of the power conferred under <b>Section 3</b> of the <b>UGC Act 1956</b> and is a renowned science and technology institute with its headquarter located in Pilani, Rajasthan, India. In addition to Pilani, BITS Pilani has campuses in Dubai, Goa, Hyderabad and Mumbai.
<b>Industry</b>	Higher Education
<b>Job Type</b>	Regular
<b>Post/Job Title</b>	<b>Technical Assistant – Gr II in SIF</b>
<b>Reporting to :</b>	Coordinator, Central Instrumentation Facility (CIF), Pilani Campus
<b>Will also work very close with:</b>	Relevant Internal & External Stakeholders.
<b>No of positions</b>	<b>One</b>
<b>Job Location</b>	<b>Pilani</b>
<b>Principal Responsibilities</b>	<p>The candidate would be a member of the technical staff team, which has the responsibility of running the Sophisticated Instruments Facility (SIF) of the Institute. The responsibilities would be:</p> <ul style="list-style-type: none"> <li>• Handling and working with in-house, external samples towards the analysis of the appropriate request from the stake holders.</li> <li>• Day to day maintenance, record keeping related to the operations, AMC visit, payment receipts from the users.</li> <li>• Preparation of annual indent related to consumables, spares &amp; tools, Maintenance related to the equipments at CIF.</li> <li>• Helping other technical staff for running the other experimental facilities.</li> <li>• Providing suggestions for periodic up gradation of the system based on analytical demand.</li> <li>• Any other responsibility assigned by the Coordinator from time to time.</li> </ul>
<b>Qualification and Experience</b>	<ul style="list-style-type: none"> <li>• <b>Technical Graduate</b> with 2 years of relevant experience or <b>Science Graduate</b> with 8 years of relevant experience or <b>Post Graduate (Science) with 2 years</b> of relevant experience in handling Raman spectrometer, BET analyzer, GC-MS, X-ray Photoelectron Spectrometer is desirable.</li> <li>• Prior experience of working in analytical laboratories, analytical industry, handling analytical equipment, working and operational knowledge of XRD, NMR, FE-SEM, Confocal Microscope, material science is added advantage.</li> <li>• Should not be above 32 years of age as of 1<sup>st</sup> Sept 2023.</li> </ul>
<b>Other Skill and Ability Requirements</b>	<ul style="list-style-type: none"> <li>• Adequate knowledge and hands-on experience in handling Raman spectrometer, BET analyzer, GC-MS, X-ray Photoelectron Spectrometer, would be an advantage.</li> <li>• Should be computer savvy and be conversant with MS-Office.</li> <li>• Should possess good communication and interpersonal skills in at least English and Hindi.</li> <li>• Should be punctual, methodical, organized and self-motivated.</li> <li>• Should exhibit a high degree of ownership, commitment and flexibility.</li> <li>• Should have the ability to work independently and as one of a team.</li> <li>• Should be able to put in extra hours as per work demands.</li> </ul>
<b>Remuneration</b>	Suitable candidate will be placed in Level 6 with a minimum pay of Rs. 35400/- per month plus DA & other benefits as per Institute Norms.