



# Birla Institute of Technology & Science, Pilani

Pilani Campus (An Institution of Eminence)

## JOB DESCRIPTION

<b>About BITS Pilani</b>	Birla Institute of Technology & Science, Pilani 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/Service</b>	Higher Education
<b>Post/Job Title</b>	<b>Manager Strategic Initiatives</b>
<b>Job Type</b>	Regular, Full time
<b>Reporting to</b>	Vice Chancellor
<b>Will also work very closely with</b>	IQAC, IKA, Raking and Accreditation team, AFS, GAU and other relevant Internal & External stakeholders/teams as per the requirement of the role.
<b>No. of position</b>	<b>One</b>
<b>Location</b>	<b>Pilani</b>
<b>Principal Responsibilities</b>	<ul style="list-style-type: none"> <li>To be well informed and articulate in relevant issues concerning the strategic projects in the Institute.</li> <li>Analysis of Budget allocation vs budget expenditure.</li> <li>Tracking of Budget allocation and plan for optimal utilization of allocated budget.</li> <li>Collaborate with Institutional cross functional teams and Divisions for data collection</li> <li>Work with data across multiple sources, derive and present insights to facilitate decision-making</li> <li>To manage the Vice-Chancellor's internal and external communications in a timely and appropriate manner.</li> <li>Monitor key performance indicators, track progress and provide regular insights and actionable to the management.</li> <li>To work closely with the Vice Chancellor in monitoring progress and driving projects/initiatives aligned to BITS Strategy.</li> <li>Work closely with the 'Head – Ranking and accreditation' to plan and execute process and policy improvements for improved ranking outcomes for the institute.</li> <li>To monitor the Institute of Eminence (IoE) program and identify transformative activities / initiatives for accelerated strategic growth.</li> </ul>
<b>Qualification and Experience</b>	<ul style="list-style-type: none"> <li><b>Post Graduate / MBA from a premier institute</b> with a minimum of <b>8 years of relevant experience</b> preference will be given to the candidate having experience in higher educational Institute or University.</li> <li>Should have Business Analytical/Data Analytical skills</li> <li>Should have excellent collaboration skills</li> <li>Should have excellent communication and interpersonal skills.</li> </ul>
<b>Remuneration</b>	Competitive compensation, as per premier educational institution standards. An appropriate on-campus housing facility will be provided.