



Recruitment Notification

Dear Colleagues,

Please find attached herewith the Recruitment Notification for the **following positions at BITS Pilani, Hyderabad Campus**. The details are enclosed in the attachment.

Sl. No	Designation	No of Positions	Min. Basic and Level	Qualification and Experience	Brief Description of the Profile.
1	Asst. Hostel Superintendent (Male) Student Welfare Division	1	Level 6 (Entry Pay Rs 35,400 Pay)	<ul style="list-style-type: none">Post /Graduate with 5-10 of years relevant experience in reputed educational institutions.	<ul style="list-style-type: none">Detailed Job description enclosed
2	Senior Officer (Dean Academic Graduate Studies & Research Division)	1	Level 08 (Entry Pay Rs 47,600)	<ul style="list-style-type: none">Master's degree in any discipline5-10 years in similar role in an academic institution	Detailed Job description enclosed

Mandatory Requirements

- Experience in MS Word, Excel, and PowerPoint.
- Ability to work in a team environment
- Excellent written and verbal communication and interpersonal skills

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 the HR Manager.
- **External candidates** may send their applications directly to hr@hyderabad.bits-pilani.ac.in with details of the **Position applied** in the subject.
- **Last date to submit the applications to the HR Manager is January 10, 2024.**

P Yogeeswari
Dean Administration

