



Birla Institute of Technology & Science, Pilani

Pilani Campus (An Institution of Eminence)

Dr. Ashish Gupta, Deputy Registrar

Ref. No.: N/2024/4

Date: 11 June 2024

NOTICE

Applications are invited for filling up the following position at **BITS Pilani – Pilani Campus**:

S. No.	Position	Minimum Qualification and Experience
1	Job Title: Assistant Registrar – Gr II No. of position: One , Location: Pilani Remuneration: Suitable candidate will be placed in Level 10 with a minimum pay of Rs.56,100/- per month plus DA, and other benefits as per Institute Norms.	<ul style="list-style-type: none">• Post Graduate degree with minimum 60% marks aggregate and with minimum 5 year of similar experience in a university/ Higher Education Institute• Strong knowledge of the working of a university and familiarity with the use of ERP and other computer packages.• Good knowledge of legal and finance matters.

Details are available on Institute's website (<http://www.bits-pilani.ac.in/pilani/ntpositions>). Please use the <http://discovery.bits-pilani.ac.in/ntpositions/index.aspx> to submit the application (application submitted through e-mail / hard copy will not be entertained).

Position is open for both external and internal candidates. Internal candidates are required to submit the consent of their Controlling Officers along with the application.

For any technical issue during application submission, please reach out to HR at hroffice@pilani.bits-pilani.ac.in.

Last date to submit the application is 25 June 2024.

Deputy Registrar



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