



Birla Institute of Technology & Science, Pilani

Hyderabad Campus

General Administration Unit

Internal Job Notification

We are pleased to announce the notification of the following positions and invite applications from the interested & suitable **candidates**:

| Sl no | Designation | No of Positions | Pay Scale | Qualification and Experience | Job Description |
|-------|-----------------------------------|-----------------|-----------------------------------|---|--|
| 1 | Resident Medical officer (Female) | 1 | 15,600 - 39,100 GP : 6,800 | <ul style="list-style-type: none">• MBBS• 3-5 years post-qualification experience in similar role | <ul style="list-style-type: none">• Detailed Job Description enclosed. |
| 2 | Commercial Manager | 1 | 15,600 - 39,100 GP : 6,800 | <ul style="list-style-type: none">• CA/ICWA• 5-10 years of relevant experience | <ul style="list-style-type: none">• Detailed Job Description enclosed |
| 3 | Technician - Chemical | 1 | 5,200 - 20,200 + GP : 2,400 | <ul style="list-style-type: none">• Diploma / Degree in Chemical Engineering .• 3-5 years of Experience as Lab Technician in similar environment. | <ul style="list-style-type: none">• Setting up equipment for laboratory courses• Trouble shooting of lab equipment• Helping in operating equipment in research labs.• Handling instruments like GC, HPLC, GPC etc• Helping in purchase of equipment. |
| 4 | Technician – EEE | 1 | 5,200 - 20,200 + GP : 2,400 | <ul style="list-style-type: none">• Diploma / Degree in EEE /ECE/ Instrumentation .• 3-5 years of Experience as Lab Technician preferably in academic/research environment | <ul style="list-style-type: none">• To handle various labs such as, Electrical Machines, Power Electronics, Control Systems, Power Systems , Digital Electronics, Analog Electronics, Microelectronics, Communication systems• Setting up equipment for laboratory courses• Trouble shooting of lab equipment• Helping in operating equipment in research labs.• Helping in purchase of equipment. |
| 5 | Technician – IPC | 1 | 5,200 - 20,200 + GP : 2,400 | <ul style="list-style-type: none">• Diploma/BE with CCNA or CCNP certifications.• Experience in reputed organizations in a similar role is an added advantage. | <ul style="list-style-type: none">• Knowledge of System administration, Networking, Windows & Unix Operating systems and MS Office.• Designing and setting up of LAN |



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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:

- Internal candidates are required to submit application along with a letter justifying their suitability for the position.
- Get the applications forwarded by their Controlling Officers.
- Last date to submit the applications to the HR Manager is 24.02.2018.

Other Details

- These positions are open for both **internal and external** candidates. We request you to refer suitable candidates for the above positions. CV's of external candidates may be forwarded to HR Manager vasundhari@hyderabad.bits-pilani.ac.in directly.

Regards

Niranjan Swain

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