



Birla Institute of Technology & Science, Pilani

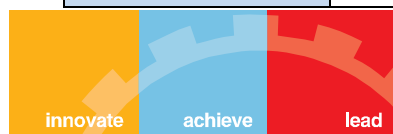
Hyderabad Campus

General Administration Unit

Job Description

Chief/Senior Manager - Placements

About BITS, Pilani	Birla Institute of Technology & Science, (BITS Pilani) is an Institution declared as Deemed to be University under Sec. 3 of the UGC Act in 1964 and is a renowned science and technology institute. It is located in Pilani, Rajasthan, India. In addition to Pilani, BITS Pilani has campuses in Dubai, Goa, and Hyderabad.
Industry / Service	Higher Education
Post / Job Title	Chief/Senior Manager - Placements
Job Type	Regular, Full time
Reporting to	Chief Placement Officer and Faculty Incharge – Placements
Will also work very closely with	<u>Key Internal:</u> Students, Faculty and Leadership team.
No. of Positions	One
Location	BITS Pilani – Hyderabad Campus
Principal Accountabilities & Responsibilities	<ul style="list-style-type: none"> • Develop and implement strategies aligned with the institute's mission and goals. • Achieve key placement metrics, including percentage placed, median CTC, and maximum CTC. • Drive international placements by engaging with overseas HRs, consultants, and alumni. • Establish collaborations with international hiring firms and partners. • Preparing the annual placement calendar, scheduling recruitment events, and communicating with recruiters regarding campus visits. • Proactively contact academic institutions and industry partners to facilitate PhD scholar placements and build strong relationships with research organizations and universities. • Engage with recruiters to secure summer internships and full-time placements while expanding recruiter networks. • Assist in university presentations, press releases, and branding initiatives. • Represent the university in award programs and external events. • Conduct surveys, research, and data collection for university projects. • Maintain relationships with existing recruiters through regular visits and interactions. • Identify and onboard new recruiters to enhance campus hiring opportunities. • Oversee the smooth functioning of student placement teams and staff.



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	<ul style="list-style-type: none"> • Implement structured workflows for process efficiency and recruiter satisfaction. • Introduce new initiatives in business development, alumni engagement, training, and branding. • Stay updated with industry trends and adopt best practices in placements. • Facilitate regular meetings with university leadership and key stakeholders. • Ensure alignment between placement objectives and university goals. • Act as a liaison between students, faculty, and recruiters for smooth coordination.
Other Skill and Ability Requirements	<ul style="list-style-type: none"> • Expert level written and verbal English communication skills. • Should be flexible to travel and meet organizations, as and when required. • Should have the ability to work independently and as one of a team. • Should exhibit a high degree of ownership, commitment, and flexibility, and should be able to put in extra hours as per work demands.
Qualification	<ul style="list-style-type: none"> • Graduate in any discipline with minimum 10 years OR Post Graduate in any discipline with minimum 7 years of relevant experience. • Candidates with experience in Campus Placements or related to placements in Higher Educational Institutes would have an added advantage.
Remuneration	Rs. 15 – 18 Lakhs annual CTC (which includes target-based performance incentives). Term of appointment is for 3 years and will be renewed based on satisfactory performance review against the goals set.



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