



Birla Institute of Technology & Science, Pilani

Hyderabad Campus

Job Description – Technician – EEE

About BITS, Pilani	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 Section 3 of the UGC Act 1956 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, and Hyderabad.
Industry	Higher Education
Job Type	Technician – EEE
Post/Job Title	Regular, Full time
Reporting to	Head of the Department – EEE
Will also work very close with	Key Internal: Faculty, Research scholars Key External: External researchers, Industries, Agencies, Vendors, etc.
No of positions	One
Job Location	BITS Pilani – Hyderabad Campus
Job Purpose	To provide technical support for undergraduate, postgraduate, and research laboratories by ensuring the smooth functioning, maintenance, and operation of laboratory equipment and assisting faculty, researchers, and students in laboratory activities.
Principal Responsibilities	- To handle various labs such as, Electrical Machines, Power Electronics, Control Systems, Power Systems, Digital Electronics, Analog Electronics, Microelectronics, Communication systems - Set up, calibrate, and maintain laboratory equipment for practical courses and research activities. - Assist in conducting laboratory sessions in areas including: Electrical Machines, Power Electronics, Control Systems, Power Systems, Digital Electronics, Analog Electronics, Microelectronics Communication Systemsetc - Troubleshoot, diagnose, and carry out minor repairs of laboratory instruments and equipment. - Provide technical assistance to faculty members, research scholars, and students during laboratory experiments and research projects. - Ensure laboratories are maintained in a safe, clean, and functional condition in accordance with institute safety guidelines.





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	• Maintain records of laboratory equipment, maintenance schedules, consumables, and inventories. • Assist in the procurement process by identifying equipment requirements, preparing technical specifications, obtaining quotations, and supporting installation and commissioning of new equipment. • Coordinate with vendors for equipment servicing, annual maintenance, and warranty support. • Ensure proper storage and handling of laboratory instruments, tools, and consumables. • Assist in laboratory documentation, Record keeping, maintaining daily logs, stock verification, and preparation of reports as required. • Setting up and maintenance of LMS for laboratory usage in each semester.
Qualification and Experience	• Diploma or Bachelor's Degree in Electrical & Electronics Engineering (EEE), Electronics & Communication Engineering (ECE), or a related discipline. • 3-5 years of experience in handling engineering laboratories in an academic institution, research organization, or industry is desirable.
Desired Skills	• Good knowledge of electrical and electronic laboratory equipment and instrumentation. • Ability to troubleshoot and repair laboratory equipment. • Familiarity with electrical safety practices and laboratory procedures. • Good organizational, documentation, and inventory management skills. • Ability to work effectively with faculty, students, researchers, and external vendors. • Basic computer proficiency for documentation and inventory management
Remuneration	Suitable candidate will be placed in Level 4 with a minimum pay of Rs. 25,500/- per month plus DA and other benefits as per Institute Norms.





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