



**Birla Institute of Technology & Science, Pilani**  
Hyderabad Campus  
General Administration Unit

**Job Description – Jr. Operations Assistant Gr - I – Central Animal Facility**

<b>About BITS, Pilani</b>	<b>Birla Institute of Technology &amp; Science, (BITS Pilani)</b> is an Institution declared as Deemed to be University under <b>Sec. 3</b> of the <b>UGC Act</b> 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.
<b>Industry / Service</b>	Higher Education
<b>Post / Job Title</b>	<b>Jr. Operations Assistant Gr - I (level1 A)- Central Animal Facility</b>
<b>Job Type</b>	Regular, Full time
<b>Reporting to</b>	Head of the Department/ In charge <b>Central Animal Facility</b>
<b>No. of Positions &amp; Job Location</b>	<b>One Position in BITS Pilani Hyderabad Campus</b>
<b>Principal Accountabilities &amp; Responsibilities</b>	<p>The candidate will be required to work in the Central Animal Facility and will be expected to undertake the jobs of</p> <ul style="list-style-type: none"> <li>• Performs routine tasks, such as feeding, and watering the animals, and changing of cages</li> <li>• and litter trays of rodents and non-rodents.</li> <li>• Cleans and sanitizes cages according to prescribed standards.</li> <li>• Autoclaving of the Animal Facility materials like feed, bedding, other related materials.</li> <li>• Maintains lab, storage areas, and Animal rooms on a daily basis</li> <li>• Maintains adequate supply of clean cages, racks and watering devices.</li> <li>• Maintains adequate supply of feed and bedding and reports shortages.</li> <li>• Responsible for proper waste disposal in the Animal facility.</li> <li>• Should maintain work uniforms and should practice a high level of personal hygiene.</li> </ul>
<b>Qualification and Personal Profile</b>	<ul style="list-style-type: none"> <li>• Diploma/10+2 with 5 years of experience in animal House</li> </ul>
<b>Other Skill and Ability Requirements</b>	<ul style="list-style-type: none"> <li>• Knowledge of Basic Handling of animals.</li> <li>• Knowledge of Cleaning methods and equipment.</li> <li>• Knowledge of basic technical skills in the Animal care.</li> <li>• Ability to observe, keep records and communicate with researchers.</li> <li>• Ability to perform related duties as assigned</li> </ul>
<b>Compensation</b>	Suitable candidate will be placed in Level 1A with a minimum pay of Rs. 16,400/- per month plus DA and other benefits as per Institute Norms.