



Birla Institute of Technology & Science, Pilani

Pilani | Dubai | Goa | Hyderabad | Mumbai (An Institution of Eminence)

Dr. Ashish Gupta

Deputy Registrar, Pilani Campus

Ref. No.: N/2026/18

Date: 21 October 2026

NOTICE

Applications are invited for filling up the following positions at **BITS Pilani, Pilani Campus**:

S. No.	Position	Minimum Qualification and Experience
1.	Job Title: Sr. Manager (Accounts & Finance) No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed in Level 12 with a minimum basic pay of Rs. 78800/- per month plus DA and other benefits as per Institute Norms.	- Chartered Accountant with 12-15 years of post-qualification relevant experience. - Experience in finalization of accounts, MIS, budgeting, statutory compliance, audit and ERP-based accounting. - Strong IT skills, with proficiency in MS Office, Tally ERP, and other ERP-based financial management system.
2.	Job Title: Manager - Alumni Engagement and Stewarding in Alumni Relations Division No. of positions: One, Location: Pilani / Jaipur / Gurugram Remuneration: Suitable candidate will be placed in Level 11 with a minimum basic pay of Rs. 67700/- per month plus DA and other benefits as per Institute Norms.	- Full time Postgraduate (MBA, MSW, MA or a similar degree in Marketing) with 7-8 years of relevant experience in alumni relations, fundraising, donor stewardship, engagement programmes, member relations, or large-scale community/ programme management, with at least 5 years of experience in Higher Education institution / non-profit. - Should not be above 40 years of age as on 1 October 2026.
3	Job Title: Technician (Civil Engineering Supervisor) - in Estate Management Unit No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed in Level 4 with a minimum basic pay of Rs. 25500/- per month plus DA and other benefits as per Institute Norms.	- Full Time B. Tech./B.E. in Civil Engineering. with a minimum of 4 years of relevant experience OR Full Time Diploma in Civil Engineering with 6 years of relevant experience in civil construction, building maintenance and site supervision in residential and commercial areas. - Should not be above 40 years of age as on 1 October 2026.

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BITS Pilani, Pilani Campus
Vidya Vihar
Pilani - 333 031
Rajasthan, India

Tel (O): +91 1596 242192, 255336
Fax: +91 1596 244183
Email: dyregistrar@pilani.bits-pilani.ac.in



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S. No.	Position	Minimum Qualification and Experience
4.	Job Title: Driver No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed in Level 3 with a minimum basic pay of Rs. 21700/- per month plus DA and other benefits as per Institute Norms.	12th pass (Regular) with 10 years of experience as driver with education Institute/University - Should have a valid Driving License from competent Government authorities. - Below 45 years of age as on 1st October 2026.
5.	Job Title: Junior Driver – Gr II No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed in Level 1 with a minimum basic pay of Rs. 18000/- per month plus DA and other benefits as per Institute Norms.	12th pass (Regular) with 5 years of experience as driver with education Institute/University - Should have a valid Driving License from competent Government authorities. - Below 40 years of age as on 1st October 2026.
6.	Job Title: Junior Officer (Accounts) in Grant, Consultancy & Industrial Research Division No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed with a CTC Rs. 8 LPA to 10 LPA (Inclusive of all benefits) depending on the experience & Expertise.	- CA (Inter) / ICWA (Inter) /CMA (Inter) Or Full Time M.Com. (or equivalent qualification in Finance / Accounting) with 3 years of relevant experience (at least 2-3 years of relevant experience in accounting, sponsored research grants, government-funded projects, PFMS, project finance or a similar environment. - Should not be above 38 years of age as of 1st October 2026.

Details are available on Institute's website (<https://www.bits-pilani.ac.in/careers/non-academic>). 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).

Positions are open for internal and external candidates. The 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 hr@pilani.bits-pilani.ac.in

Please note that Institute accommodation on the Pilani Campus is presently unavailable. The candidate selected for appointment will need to arrange their own accommodation.

Last date to submit the application is October 30, 2026.



Deputy Registrar



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