



Birla Institute of Technology & Science, Pilani

(An Institution of Eminence)

Dr. Ashish Gupta, Deputy Registrar, Pilani Campus

Ref. No.: N/2025/8

Date: 2 September 2025

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: Assistant Hostel Superintendent – Gr II - (Female) No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed in Level 6 with a minimum pay of Rs.35,400/- per month respectively, plus DA, and other benefits as per Institute Norms.	<ul style="list-style-type: none">• Graduate with a minimum 8 years of relevant experience.• It is preferable that the candidate has a background in defense /allied services.• The candidate's experience in Para-medical services will be an added advantage.• This is not a conventional 9 to 5 role.
2.	Job Title: Office Assistant (Legal) No. of positions: One, Location: Pilani Remuneration: Suitable candidate will be placed with a CTC up to Rs. 5 Lac p.a. based on experience and expertise.	<ul style="list-style-type: none">• Bachelor's degree in Law (LLB) from a recognized university.• 3 to 5 years of experience in legal advisory and/or litigation. Experience in handling industrial relations, higher educational Institutions, land matters will be an advantage.

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).

Position are open for both external and internal candidates. 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

Last date to submit the application is September 11, 2025.


Deputy Registrar



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