BITS SCHOOL OF MANAGEMENT
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Job Opening: Academic Associate, BITS School of Management (BITSoM)

Location: Kalyan, Mumbai Metropolitan Region, Maharashtra

Joining: Immediate

Duration: Contract of two years, extendable up to two more years

About BITSoM

BITS School of Management (BITSoM) is a new-age global business school under the aegis of BITS Pilani. Located near Kalyan in the Mumbai Metropolitan Region, BITSoM is inspired by the spirit of excellence and entrepreneurial culture that BITS Pilani has nurtured over five decades. Building on this legacy, BITSoM offers a two-year full-time residential MBA program with a future-ready curriculum and a transformative experience that will prepare students to be lifelong learners and thrive in an ever-changing business landscape.

The faculty is hand-picked from among the best business schools across the world, such as Wharton, NYU Stern, and SMU Singapore, to teach a cutting-edge curriculum. They are thought leaders in their fields and deliver a learning experience that ignites interest in subjects and makes the students industry-ready. These faculty members will be assisted by a group of young and inspiring academicians, the Academic Associates, who will be the backbone of the BITSoM learning experience.

For this crucial role of Academic Associates, we seek applications from individuals with a strong academic background, who want to pursue teaching or a Doctoral Program in the future. Individuals who have recently completed their doctoral programs are also encouraged to apply. The Academic Associates will be trained in cutting-edge teaching methodologies, case writing, academic writing, etc. over the course of their employment and will have an opportunity to work with and learn from world-renowned faculty. You can learn more about our faculty here - https://www.bitsom.edu.in/faculty-directory/

Job Title	Academic Associate
Location	Kalyan, Mumbai Metropolitan Region, Maharashtra
Duration	Contract of two years, extendable up to two more years
Job Responsibilities*	1. Provide support to faculty in course development, administration, and grading. 2. Identify and collect reading materials (from library and other sources) 3. Address students' queries. 4. Evaluate Class Participation and assignments/exams. 5. Aid in activities conducted for students.

	6. Administrative support through LMS (Learning Management System) 7. Assist faculty in arranging exams/quizzes and invigilation
Qualifications	1. Candidates with Professional qualification or Master's degree from reputed institutions 2. Strong academic performance and motivation to excel. 3. Prior work experience, preferably in a teaching/research-oriented role is desirable. 4. Those interested in pursuing a Ph.D. or an academic career will be preferred. 5. Interested in pursuing an academic career in the following areas: a. Finance, Economics and Public Policy b. Marketing c. Accounting d. Organization Behaviour (OB/HR) e. Strategy f. Operations g. Data Analytics h. Law
Compensation	The salary and benefits are competitive and commensurate with qualifications and experience.

Kindly mention the discipline of your field in subject line while applying for the position.

Please send your application/resume to *Bitsom.hr@bitsom.edu.in*

**Job responsibilities stated are not to be taken as an exhaustive statement of duties. Employees may be required to perform other job-related duties as necessary, including travel for conferences and seminars.*