**Director of the MBA Program**

 **Job Description**

CBIT SCHOOL OF MANAGEMENT STUDIES, is seeking a Director for its MBA Program who in addition to the duties described below, will also be responsible for designing, implementing, and managing the Executive Programs.

Currently approved by AICTE as an Autonomous Institution, the Board intends to apply for Accreditation by the All India Council for Technical Education (AICTE), and other National and International Bodies, which involves many interim steps to achieve Accreditation. The Director will be expected to work with the Business Faculty to accomplish this Objective.

The Director must demonstrate capabilities to establish and coordinate the Institutional Mission towards Regional Economic and Community Development by embracing and leading the dialogue and integration between the Faculty and Students of the MBA Program, Executive Development Program and the Business Community within the State of Telangana, as well as encourage activities and Programs that will enhance Economic Development within the Region.

CBIT SCHOOL OF MANAGEMENT STUDIES is looking for a Director who can work collegially with existing Faculty to establish and lead a Program of high quality, high effectiveness, and high engagement with the Business Community.

**Duties and Responsibilities**

**Vision and Leadership**

The Director, in consultation with the President, will provide Strategic direction for the Program in alignment with the College’s Mission and Values. The Director will formulate and implement a Strategy that will enhance the value and reputation of the Program and the Institution, and that can be measured by a series of performance Metrics.

The Director, together with Key Stakeholders, will continue to shape the Vision and Mission of the Program, and align Organizational processes to Strategy and Mission.

The Director will be expected to exhibit Innovative Leadership through Creativity and Perspective, and engagement with the evolving Business Environment. The Director is to be committed to Diversity and Global Orientation, and to infuse these into the Program.

**Teaching and Research**

The Director will maintain a teaching load commensurate with the other Duties of the Office, at minimum one Course Per Semester. The Director will maintain an active Research Stream, either Academic or Practitioner-based.

**Administrative**

The Director will be responsible for Organizing, Planning, and setting Priorities for allocation of Resources within the Program. These activities will include Development and implementation of Program Budgets, Staffing, Policies, and Procedures, in cooperation with SCHOOL OF MANAGEMENT STUDIES Business Faculty and Senior Administrators and in accordance with the College’s Mission and Standards.

The Director will manage an on-going process of Program Review, including assessing Student and Institutional outcomes.

The Director will establish and Chair an external Board of Advisors for the Program.

In conjunction with relevant Administrators, the Director will shape and manage a system of total Rewards designed to encourage and support the Program Faculty.

The Director, together with the Program Faculty, will be responsible for implementing the process for AICTE Accreditation. The Director will orient all activities within the Program to fully meet the requirements of AICTE Accreditation.

The Director will be responsible for building strong Relationships Personally with the Business Community, as well as between the Business Community and Faculty and Students.

The Director will represent the MBA Program within and outside of the College, including with the Business Community, the Board of Governors, Alumni, and other Constituencies and Stakeholders.

**Qualifications**

**Credentials**

The successful Applicant must be terminally degreed by an AICTE / UGC /AACSB or ACBSP Accredited Institution in a Core Discipline of Business.

**Teaching and Research Experience**

The successful Applicant must exhibit successful teaching experience in an AICTE /AACSB or ACBSP accredited MBA Program. Experience in the

Participant-Centred or Case method Environment is desirable. Additionally, the successful Applicant will have demonstrated capability to engage in Research and Publications of relevance to Practitioners in the Business World.

**Managerial and Business Experience**

We seek a Director who has had significant Business experience in Senior Management or Consulting Positions. P&L responsibility is highly desirable, as is experience in a highly dynamic and competitive Environment. Experience in Business School Administration may be considered as a substitute for Business experience. However, a demonstrated awareness of and engagement with current Business Practices and challenges are essential.

**Communications Effectiveness, Interpersonal Skills**

The Director must be a highly effective Communicator, both in Writing and Speaking. The Director must be able to inspire Students, Faculty, and Business Partners. We seek someone who focuses on actions and outcomes, and who has energy and drive.

**Remuneration**

The Remuneration will commensurate with the experience and for a deserving PersonalitY, (THE REMUNERATION AS PER AICTE / UGC NORMS, THOUGH WILL BE THE GUIDING PRINCIPLE, IT WILL RELAXED), THE SALARY WILL BE CONSIDERED AT PAR WITH THE BEST “B” SCHOOLS IN THE COUNTRY.

**Application Process**

PROFESSOR, with Ph D is mandatory in MBA with First Class at the preceding Degree. The required Years of Teaching/ Research/ Industry/Consultancy/ experience, should be a minimum of 25 Years with experience in Administration or as Director in any of the Top Business Schools in the Country, with excellent Academic Record throughout from top Ranked Institutes/ University in India / Abroad and he should be degreed by an AACSB or ACBSP accredited Institution in a core discipline of Business. Post Ph D Publications and guiding Ph D Students is highly desirable. A Minimum Score as stipulated in the Academic Performance Indicator (API) confirming to the Performance Based Appraisal System(PBAS) will be required and the same is available on the CBIT Website.

**Review of Applicants will begin on MAY 6TH, 2019, and Applications will be considered until an acceptable Candidate is identified.**

**Kindly Note:**

**TA and DA will not be paid to attend the Interview.**

**Selection Process is completely the discretion of the Management and any canvassing of any kind will only attract disqualification.**

**Applicants must submit the following Documents:**

1. Current CV
2. Copy of Academic Transcripts duly attested [if selected Applicant will need to provide Original Transcripts]
3. Five references and their Contact Information
4. Statement of Career Objectives
5. Incomplete Applications, Applications received after the last date will not be accepted.
6. Applicants who are retired but below 65 Years of age can also apply.

Applicants may apply through the following methods:

1. By mailing requisite Documents to: President, CBIT, CBIT Campus, Gandipet, Ranga Reddy District.
2. By Emailing requisite Documents to: hr@cbit.ac.in

 Sd/-

**I/C - PRESIDENT**