



**CHAITANYA BHARATHI
INSTITUTE OF TECHNOLOGY**

An Autonomous Institute | Affiliated to Osmania University
Kokapet Village, Gandipet Mandal, Hyderabad, Telangana-500075, www.cbti.ac.in



COMMITTED TO
RESEARCH,
INNOVATION AND
EDUCATION

47
years

Teaching Positions

Qualifications & Instructions to the applicants

Assistant Professor in CSE and Allied Branches :

Qualifications:

First Class in both B.E. / B.Tech and M.E. / M.Tech degrees in the relevant branch.

Candidates with Ph.D may be considered for a higher scale of pay.

Assistant Professor in Bio-Technology :

Qualifications:

Ph.D. degree in the relevant field and First Class in both B.E. / B.Tech and M.E. / M.Tech degrees in the relevant branch.

Associate Professor in CSE and Allied Branches / ECE :

Qualifications

Ph.D. degree in the relevant field and First Class in both B.E. / B.Tech and M.E. / M.Tech degrees in the relevant branch.

and

Experience

8 years of teaching experience with minimum 2 years at Post-PhD level as an Assistant Professor (teaching UG and PG courses).

and

Research guidance and Ph.D. Guidance :

If the applicant having Q3 and Q4 publications, he / she should have guided independently atleast 1 Ph.D. student successfully and should have published atleast 6 (six) research publications in journals indexed in Scopus, Web of Science (WoS), and Scimago listed journals.

OR

The applicant should have published at least 9 (nine) research papers in Q1 and Q2 category journals as Assistant Professor Level. Research publications shall be in journals indexed in Scopus, Web of Science (WoS) and Scimago-listed journals.

Associate Professor in English :

Qualifications

Ph.D. degree with First Class in both UG and PG (P.G. M.A. in English) for the post of Associate Professor in English.

and

Experience

8 years of teaching experience with minimum 2 years at Post-PhD level as an Assistant Professor (teaching UG and PG courses).

and

Research guidance and Ph.D. Guidance :

If the applicant having Q3 and Q4 publications, he / she should have guided independently atleast 1 Ph.D. student successfully and should have published atleast 6 (six) research publications in journals indexed in Scopus, Web of Science (WoS), and Scimago listed journals.

OR

The applicant should have published at least 9 (nine) research papers in Q1 and Q2 category journals as Assistant Professor Level. Research publications shall be in journals indexed in Scopus, Web of Science (WoS) and Scimago-listed journals.

Professor in CSE and allied Branches / ECE

Qualifications

Ph.D. degree in the relevant field and First Class in both B.E. / B.Tech and M.E. / M.Tech degrees in the relevant branch.

and

Experience

12 years of teaching experience with minimum 4 years at level as an Associate Professor (teaching UG and PG courses).

and

Research guidance and Ph.D. Guidance :

If the applicant having Q3 and Q4 publications, he / she should have guided independently atleast 2 Ph.D. student successfully and should have published atleast 8 research publications in journals indexed in Scopus, Web of Science (WoS), and Scimago listed journals.

OR

The applicant should have published at least twelve (12) research papers in Q1 and Q2 category journals at the level of Associate Professor. Research publications shall be in journals indexed in Scopus, Web of Science (WoS) and Scimago-listed journals.

Professor in English :

Qualifications

Ph.D. degree with First Class in both UG and PG (P.G. M.A. in English) for the post of Professor in English.

and

Experience

12 years of teaching experience with minimum 4 years at level as an Associate Professor (teaching UG and PG courses).

and

Research guidance and Ph.D. Guidance :

If the applicant having Q3 and Q4 publications, he / she should have guided independently at least 2 Ph.D. student successfully and should have published atleast 8 research publications in journals indexed in Scopus, Web of Science (WoS), and Scimago listed journals.

OR

The applicant should have published at least twelve (12) research papers in Q1 and Q2 category journals at the level of Associate Professor. Research publications shall be in journals indexed in Scopus, Web of Science (WoS) and Scimago-listed journals.

Administrative Positions:

1. Director – IQAC
2. Director – R & D
3. Director – Innovation & Incubation
4. Director – Industrial & International Collaborations
5. Director - Accreditations and Rankings
6. Director - Students Affairs
7. Director - Students Progression
8. Director - Admissions and Students services
9. Director - Evaluation and Examinations.
10. Controller of Examinations

Qualifications and other eligibility:

The qualifications and other eligibility criteria shall be the **same as prescribed for the post of Professor.**

Experience :

- 5 years of relevant experience in the respective position.
- The experience requirement may be relaxed in deserving cases.



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Non-Teaching Positions

Qualifications & Instructions to the applicants

Doctor :

Qualifications

- M.B.B.S. from any Recognised University.

Experience

- Minimum of 5 years of Experience as Medical Practitioner in a Recognised Hospital.
- Retired persons may also be considered for the position of Doctor.

Head – HR :

Qualifications

- PG from any Recognized University with MBA / Personal Management and

Experience

- 7 - 10 years of Experience in Personal Management / Human Resource Development at Managerial Level.
- Preferably with knowledge of working in an Educational Institution at Degree level.

Skills

- A stronghold in Industry interface will be an advantage. Conversant with all Statutory Compliances, ESI, PF and Retrenchment and relevant Departments, Scales of Pay, employee Policies, Inquiries on Discipline, Statutory Committee Fixations. Retrenchment, Appointment and other related Systems Knowledge.

Assistant Head – HR :

Qualifications

- PG from any Recognized University with MBA / Personal Management and

Experience

- 5 - 7 years of Experience in Personal Management / Human Resource Development at Managerial Level.
- Preferably with knowledge of working in an Educational Institution at Degree level.

Skills

- A stronghold in Industry interface will be an advantage. Conversant with all Statutory Compliances, ESI, PF and Retrenchment and relevant Departments, Scales of Pay, employee Policies, Inquiries on Discipline, Statutory Committee Fixations. Retrenchment, Appointment and other related Systems Knowledge.

Senior Assistant (Accounts) :

Qualifications

- 1st Class in M.Com / MBA (Finance) from any recognized University with

Experience

- 5 years' experience in Accountancy at senior level. Additional accounting and / or auditing courses will be preferred.

Skills

- Knowledge of Professional Accounting Principles and Practices. Knowledge of Laws and Regulations, Taxes, Statutory Payments.
- Persons with Good Typing Skills, MS Office and Accounting Packages, Documentation and Filing will be preferred.

Junior Assistant (Accounts) :

Qualifications

- 1st or 2nd Class in B.Com / M.Com / MBA (Finance) from any recognized University with

Experience

- 2 years of experience with Accountancy and Tally in any reputed Institution / Organization.

Skills

- Knowledge of Accounting Principles and Practices
- Persons with Good Typing Skills, MS Office and Accounting Packages, Documentation and Filing will be preferred.

Senior Stenographer :

Qualifications

- 1st Class Degree from any recognized University with

Experience

- 8 years of experience from any reputed organization, out of which 5 years as Junior Stenographer

Skills

- Typewriting English Higher, Shorthand Higher and thorough knowledge in Computer Operating compulsory

Junior Stenographer :

Qualifications

- 1st Class Degree from any recognized University with

Experience

- 5 years of experience in Corporate or Educational Institutions

Skills

- Typewriting English Higher, Shorthand Higher and thorough knowledge in Computer Operating compulsory

Computer Lab Programmer (Computer Operator level)

Qualifications

- 1st or 2nd class BE / B.Tech /MCA / MSc / BCA / BSc Degree with PGDCA / Diploma in CSE with

Experience

- 2 years of experience from any reputed organization

Skills

- Excellent Computer Skills and Knowledge in Operating Systems, Programing Languages
- Ability to assist the students during the Laboratory

Assistant Programmers :

Qualifications

- 1st or 2nd class BE / B.Tech /MCA / MSc (Comp) with

Experience

- 5-8 years of experience in Programming, Computing and Systems Operations. Excellent Academic Record will be preferred.

Skills

- Well versed with Programming and Software's. Great insight on further developments, ability to learn and teach various programming languages. Skilled enough to understand the students' requirements and guide them to make them learn and understand better. Good Leadership Qualities, Problem solver, Decision making ability

Administrative Executives :

Qualifications

- 1st or 2nd Class Degree from any recognized University

Experience

- 2–3 years of administrative experience.

Skills

- Knowledge of Internet browsing, Google Workspace / MS Office (Word, Excel, Power Point etc.) and knowledge about AI Tools

Assistant Alumni Co-ordinator:

Qualifications

- 1st Class Bachelor's degree in any relevant field such as Business Administration, Communications, Public Relations from a recognised University.

Experience

- 1–3 years of experience in alumni relations, student affairs, administration, event coordination or a similar role.

Skills

- Strong written and verbal communication and computer skills.
- Ability to build and maintain relationships with alumni, students, faculty, and external organizations. Experience organizing reunions, networking events, workshops, webinars, and other alumni activities
- Coordination skills who can manage alumni records, support events, communicate with alumni, and assist the Alumni Coordinator with engagement programs.

Maintenance Supervisors :

Qualifications

- Bachelor's degree with First class / Diploma in Engineering
- Preference also will be given to Diploma in Mechanical / Civil /Electrical Engineering

Experience

- 3–5 years of relevant experience in campus, institutional, educational, residential facility maintenance.
- Experience in supervising technicians and maintenance workers.

Skills

- Working knowledge of electrical, plumbing, civil, and general building maintenance.
- Knowledge of preventive maintenance systems and basic safety practices.
- Vendor/contractor coordination and documentation skills.
- Computer Skills in MS Office/Excel and maintenance management systems, if applicable.

Desirable

- Experience in an educational institution / campus environment, particularly in managing multiple buildings and coordinating maintenance activities without disrupting academic operations.

Lab Assistant (Mechanical)

Qualifications

- 1st or 2nd Class BE/B.Tech/Diploma in concerned branch with good academic record.

Experience

- 20 years in Industry/Engineering College required out of which 5 years of experience at senior level for Diploma holders.
- 15 years of experience may be considered for BE/B.Tech. candidates

Lab Technician Grade-III (Mechanical)

Qualifications

- 1st or 2nd Class in Diploma/ITI in Mechanical.

Experience

- 2 years of experience in the relevant field in Industry / Engineering College.

Student Counsellor :

Qualifications

- 1st or 2nd Class degree in M.Sc. / M.A. in Psychology with

Experience

- 5 years of experience in in counselling students in Higher Education.
- Lesser experience will be considered for candidates with Ph.D degree

Skills

- Organize counselling programs for the student(s) on various aspects.
- Listen to students' problems at all times, especially when it has to do with their academic, social, or emotional lives, and suggest solutions where necessary.

- Review both current and past reports about the student(s), in a bid to check their progress levels emotionally, mentally in academics and also make further recommendations if need.
- Make sure that students' parents or guardians are actively involved in the development and administration of intervention procedures when the need arises.

Technician to repair LCD Projectors :

Qualifications

- Diploma in engineering, ITI or equivalent technical qualification in Electronics, Electrical, Computer Hardware or a related field

Experience

- 1–3 years of experience in projector, AV equipment, electronics, or technical equipment repair and maintenance

Skills

- Practical knowledge of LCD/LED/DLP projector troubleshooting and servicing.
- Basic knowledge of electrical and electronic circuits and components.
- Familiarity with HDMI, VGA, USB, LAN, wireless display, and other AV connections.
- Basic computer hardware and software troubleshooting skills.
- Ability to read equipment manuals and technical specifications.

Desirable

- Experience in a School, College, Corporate Office or Training Institute, with the ability to respond promptly to technical complaints, is preferred.

General Instructions :

- 1) Scales of Pay : As per AICTE / UGC Norms for Teaching positions.
- 2) If the candidates are not found suitable for the post applied for, contract / lower post will be offered on salary commensurate with their qualifications and experience.
- 3) Candidates must attached attested photocopies of all the certificates and testimonials.
- 4) Candidates who are already employed must send their applications through a proper channel. Else the applications cannot be proceed.
- 5) Incomplete applications and applications received after the last date will not be accepted.
- 6) No T.A. and D.A. will be paid for the candidates to attend the interview
- 7) Canvassing of any type should be avoided and it will be disqualification for the selection.
- 8) Selection process is completely under the Management discretion.
- 9) Last date for submission of filled in applications is 30.09.2026.
- 10) Candidates selected for appointment will be governed by the Rules and Regulations of CBIT, as applicable from time to time.

Note : Management reserves the right to fill or not to fill up any post(s) without assigning any reasons thereof.

Sd/-
Prof. C.V. Narasimhulu
 Principal, CBIT