

**No.: Advt/ IITT/CSRC/2025-26/11(1)**

**Date: 09-10-2025**

Applications are invited from eligible Indian national for the ONE **Project Manager** in a CSR project undertaken in the Section of **Makers lab**.

<p><b><u>Temporary Position</u></b></p> <p><b>Essential Qualification</b></p>	<p><b><u>Post Name: Project Manager</u></b></p> <p>Bachelor's degree in engineering/ management with a minimum of 55% Marks or equivalent CGPA from a recognized university or institution.</p> <p>Minimum 04 years of experience, working in reputed innovation labs/ R&amp;D centers/ industry /academic institutions, or equivalent organizations is preferred.</p> <p style="text-align: center;">OR</p> <p>Master's degree in engineering/ management with a minimum of 55% Marks or equivalent CGPA from a recognized university or institution.</p> <p>Minimum 02 years of experience, working in reputed innovation labs/ R&amp;D centers/ industry /academic institutions, or equivalent organizations is preferred.</p>
<p><b>Desired Skills</b></p>	<ul style="list-style-type: none"> <li>• Strong leadership, team management, and interpersonal skills.</li> <li>• Excellent written and verbal communication skills.</li> <li>• Familiarity with digital and conventional fabrication tools (e.g., 3D printers, CNC machines, laser cutters).</li> <li>• Proficiency in MS Office and project management tools.</li> <li>• Knowledge of safety standards in a prototyping or manufacturing environment.</li> <li>• Ability to work independently and manage multiple tasks efficiently.</li> </ul>
<p><b>Key Responsibilities</b></p>	<ul style="list-style-type: none"> <li>• Oversee the planning, execution, and monitoring of activities in the Makers Lab.</li> <li>• Coordinate with faculty, students, and external stakeholders to facilitate innovation projects and research collaborations.</li> <li>• Manage budgets, procurement, and administrative tasks related to the lab and associated projects.</li> <li>• Organize workshops, training programs, hackathons, and student engagement activities.</li> <li>• Develop and maintain industry and academic partnerships to promote collaborative projects.</li> <li>• Plan and execute outreach activities to engage schools, colleges, startups, and other institutions to foster a culture of innovation and maker mindset.</li> <li>• Ensure compliance with safety regulations and maintenance protocols for all equipment and facilities.</li> <li>• Prepare and maintain reports, documentation, and progress updates for internal and funding agency requirements.</li> </ul>

	<ul style="list-style-type: none"> <li>Promote a culture of innovation, experimentation, and hands-on learning among the lab users.</li> </ul>
<b>Project No.</b>	MEE2526001CSRXDEGA
<b>Sponsoring Agency</b>	KIA India Private Limited
<b>No. of positions</b>	01
<b>Consolidated monthly Salary</b>	Rs. 50,000 to Rs. 60,000 per month (commensurate qualification and experience).
<b>Principal Investigator (IIT)</b>	Dr. Degala Venkata Kiran
<b>Department</b>	Makers Lab
<b>Tenure of Assignment</b>	Initially for ONE year, with a possible extension of TWO more years based on performance.
<b>Age Limit</b>	Not more than 35 years as of the last date of advertisement (will be relaxed for exceptional candidates).
<b>Selection process</b>	Shortlisted candidates will be called for a written test and/or interview in the relevant domain area. <i>The candidate must appear in person at IIT Tirupati.</i>
<b>Last date for receipt of application</b>	24-10-2025
<b>Application Link</b>	<a href="https://forms.gle/6afDHn3kYzrxBvxe9">https://forms.gle/6afDHn3kYzrxBvxe9</a>

Eligible candidates must send their **detailed CV (maximum 10 pages)** specifying the qualifications and experience with scanned copy of experience certificate and marksheets sheets from class X till date

The shortlisted candidates will be informed by **E-mail only**. Selection will be based on the qualifications, experience and in-person interview at IIT Tirupati. **No TA/DA shall be paid to candidates appearing for an interview.** The interview date will be notified to the shortlisted candidates by email. For any queries send mail to: [csrc\\_recruitment@iittp.ac.in](mailto:csrc_recruitment@iittp.ac.in)

IIT Tirupati also reserves the right to discontinue the position with 1 month notice if the performance is not satisfactory.

Dean-CSRC