

AIC GISC FOUNDATION
(Atal Incubation Center, Gujarat Technological University)

Advertisement No. –AIC-GISC/Recruitment/01/2024

Dt:

Employment notice

AIC-GISC Foundation, a subsidiary company of Gujarat Technological University Innovation & Startup Centre (GISC), is inviting applications for Atal Incubation Centre established at Gujarat Technological University, Chandkheda, Ahmedabad, for the following posts.

1. **Chief Executive Officer (CEO) – 1 Post**
2. **Project Manager - 1 Posts**
3. **Deputy Managers (Operations) – 1 Posts**
4. **Deputy Managers (Outreach) – 1 Posts**
5. **Manager Technical – 1 Posts**

Atal Incubation Center – Gujarat Innovation and Startup Center Foundation (AIC-GISC) promoted by Gujarat Technological University supported by Atal Innovation Mission, NITI Aayog aims to foster the culture of Innovation and entrepreneurship by supporting technology-based start-ups; developing an ecosystem which is conducive for innovation, where start-ups and new ventures thrive.

Glimpse of Incubator

Atal Incubation Center – Gujarat Innovation and Startup Center Foundation (AIC-GISC) promoted by Gujarat Technological University supported by Atal Innovation Mission, NITI Aayog aims to foster the culture of Innovation and entrepreneurship by supporting technology-based start-ups; developing an ecosystem which is conducive for innovation, where start-ups and new ventures thrive.

Atal Incubation Center – Gujarat Technological University in the Old IIT Shed, B/H GTU admin Block, for providing the essential Dedicated Lab Suites, Shared Lab., Co working spaces, specialized facilities – Fabrication lab, Sophisticated laboratory, Central Instrumentation Facility

Thrust Area for Incubator

1. Bio-technology & Pharmacy
2. Biomedical Devices
3. Applications of IT, IOT, AI in Healthcare

The eligibility criteria are as follows:

1. Chief Executive Officer - 01 position

Applications are invited for the **Head of this Incubation Centre** and details for the same are as follows:

ELIGIBILITY CRITERIA:

Sr.#	Particular	Proposed Norms
1	Name of the Post	Chief Executive Officer (CEO) / Head
2	Remuneration	Minimum Rs. 75,000/- Upto Rs. 1.25 Lakhs consolidated Per Month fixed based on experience and qualification and screening committee discretion.
3	Age Limit	Not more than 55 years
4	Educational and other qualifications required for direct recruits	<ul style="list-style-type: none">- Post-Graduation in Business Management/Engineering/ M.pharm / Master in Biological Science / Life Science with min. of 50% from a recognized University/ Institute.- Good updated knowledge of Computer applications (on emails, word processing, spreadsheet, presentations software etc. and OS like MS-Windows) and other additional required software skills used in office.- Adequate knowledge of English and Hindi and working knowledge of Gujarati. <p>Experience:</p> <ul style="list-style-type: none">- Minimum 8 year's experience out of which at least 3 year's experience in the start up/ Innovation / Entrepreneurship domain, in a lead position in reputed Innovation & Start-up promoting organization/ Incubation centre for fulltime.- Candidate should have entrepreneurial capabilities and having idea about present Indian and global start-up ecosystems.

JOB DESCRIPTION: (Head/CEO)

- The Head of the Atal Incubation Centre (AIC) at Gujarat Technological University will be the operational and de-facto executive head of the Incubation Centre at AIC- GTU. The Head will be assigned an appropriate title, either that of the Chief Executive Officer (CEO) / Head or equivalent post selection.
- The Head shall be appointed under the aegis of AIC-GISC Foundation, a not-for-profit, subsidiary company of Gujarat Technological University Innovation & Startup Centre (GISC), incorporated specifically for the Atal Incubation Centre. The Head shall collaborate with and report to the Board of Directors GISC.
- The Head will be required to lead all operations of the Incubator, give it strategic direction, build and scale incubation programs, outreach programs, measure impact, as well as collaborate with national and global ecosystems to employ best practices in order to convert the incubation Centre into a world-class hub for solving Health related issues.
- Create significant value for start-ups, investors and incubator and make it one of the top incubator in this domain globally.
- He/She should be able steer the early Stage Start-ups to Growth stage enterprises in due course of time and make the incubator Sustainable.

Eligibility Criteria for Project Manager: AIC-GISC Foundation

2. Project Manager

Essential Qualification:	<p>A Graduate and/or Post graduate from any nationally reputed institute/university having Minimum 5 years of overall work experience, with preferably two or more years of experience in the startup / Innovation /Entrepreneurship domain, either as a key employee of a start-up and / or as an enabler of startup/Innovation ecosystem or in a lead position in reputed Innovation & Startup promoting organization. Candidate having working in a health care innovation, start-up ecosystem and center will be given preference.</p> <ul style="list-style-type: none">• MBA /PGDBM/MTech/ME/MSc/ Masters in Biological Science with minimum 55% from a recognised university. Experience in Business Development / Entrepreneurship Development / Technology Commercialization would be an added advantage.
Age:	Not more than 40 (as on the date of Interview)
Pay:	Maximum CTC up to Rs. 50,000/- fixed and consolidated, per month, This is the maximum possible CTC and the final offer may defer.

Desirable:	<ul style="list-style-type: none"> • Post-Graduation in Business Management/Engineering/Technology/ Biological Science • Experience of working in Incubation center • Proficiency in computer applications
Key Skills / Abilities	<ul style="list-style-type: none"> • Ability to thrive in an entrepreneurial environment • Self-starter, capable of taking initiatives and making decisions in a collaborative manner • Excellent analytical and problem solving skills • Strong interpersonal, oral and written communication skills; proven aptitude for analytical • He / She Should have IPR Knowledge.

Job Profile/Role Description

- To manage and oversee the Health System-Incubator facility
- Establish collaborations with other incubators, institutes, hospitals, and industries involved in Bio entrepreneurship/Health System enterprises.
- To scout & evaluate startup idea in the field of Biotechnology / Biomedical / Bioinformatics / Biopharma / Healthcare / Life Sciences and allied areas under Health System
- Technical knowhow of managing a full-fledged laboratory in the health system space and familiarity with handling various biological laboratory equipment
- To engage with key stakeholders to improve outcomes, building support and secure resources
- Ability to rapidly adapt and respond to changes in startup environment
- Interact and maintain relationships with startups, innovators researchers and mentors.
- General project administration and coordination as required
- Ability to develop network with the local or regional healthcare institutions such as hospitals, medical colleges, pharma companies, reagent suppliers and allied organization.

Eligibility Criteria and Job Description

3. Deputy Manager-Outreach: 1

Sr. No.	Particular	Proposed norms
1	Name of the Post	Deputy Manager-Outreach (Contractual)
2	Remuneration	Upto Rs. 40,000/- Per Month fixed
3	Age Limit	Preferably below 35 years
4	Experience required	Experience required Minimum 2 Years of experience in the same industry
5	Educational and other qualifications required for direct recruits	Minimum Bachelor's Degree in Life Sciences/Engineering/Management/Pharmacy/Agriculture or any relevant area from a recognized University
6	Desirable	<ul style="list-style-type: none">• Experience in Incubation center or in the area of Entrepreneurship Development• Proficiency in communications
7	Job Profile/Role Description	<ul style="list-style-type: none">• Promote AIC-GISC to attract the best startups and Design, execute, support & implement center's outreach programs, events & training activities.• Manage outreach communications, e.g. website, portal, newsletter, social media, digital marketing.• Assist startups in the areas of strategy, business plan development, market analysis, company registrations & define deliverables, their timelines and monitor progress of startups• Understand requirements of startups and build a mentoring relationship through the mentor pool.• Develop and maintain relationships with investors, Government bodies, service companies• Willingness to travel as needed.• Start-up portfolio management• Collaboration with academic, industrial and capital engagements for sustainability / growth of AIC-GISC.• Creation and management of Venture pool.• Prepare and implement- branding, Mentoring and marketing strategy for AIC-GISC.

4. Deputy Manager- Operation: 1

Sr. No.	Particular	Proposed norms
1	Name of the Post	Deputy Manager-Operations (Contractual)
2	Remuneration	Upto Rs. 40,000/- Per Month fixed
3	Age Limit	Preferably below 35 years
4	Experience required	Experience required Minimum 2 Years of experience in the same industry
5	Educational and other qualifications required for direct recruits	Degree in Engineering from a recognized University Or BTech/ BE/ BSC/ ME/ MTech/ MBA/ MCA from a recognized university
6	Desirable	<ul style="list-style-type: none"> • Post-Graduation in Business Management/Engineering/Technology • Experience in Incubation centre/ Industries • Proficiency in computer applications
7	Job Profile/Role Description	<ul style="list-style-type: none"> • To support the incubation center's day-to-day operations • Manage administrative, operative functions and coordinate the implementation of projects and activities related to developing scientific & prototyping facilities at AIC-GISC • To plan, set up and operate facilities and services at Medtech lab and Central Instrumentation lab esp. those relating to procurement-related activities and assist in the implementation of the procurement policies. • Undertake independently or under supervision, various activities inclusive of Installation, Operations, Upkeep, Maintenance of facility management-related activities, Spaces, Assets & Stocks, etc.; as needed from time to time. • Undertake independently or under supervision, various studies, exercises, projects, etc. functions, as needed from time to time. • To supervise contracted services, collect feedback, track performance and ensure service quality and maintain inventories of supplies and assets. • Day-to-day purchase using GeM portal, Rate contract and work order procedure. • Preparing and managing a database of Incubatees. • Proposal preparation and submission for funding opportunities. • Inventory management, call for application / EOI for Start-up engagement.

5. Manager Technical: 1

Sr. No.	Particular	Proposed norms
1	Name of the Post	Manager (Technical) (Contractual)
2	Remuneration	Maximum CTC up to Rs. 50,000/- Per Month fixed
3	Age Limit	Preferably below 35 years
4	Experience required	Required Minimum 2 years with Ph.D. / 4 years M.Sc. of experience in same
5	Educational and other qualifications required for direct recruits	Ph.D./M.Sc. Microbiology/Biotechnology/any Life Sciences subject or M. Pharm Biotechnology/relevant area with minimum 55% or above marks from a recognized University/Institute.
6	Desirable	<ul style="list-style-type: none">• Experience in handling sophisticated instruments in the field of Biotechnology/Microbiology.• Candidates with prior experience in relevant areas would be preferable.• Candidates with expertise in handling microbial cultures, cell lines and molecular biology techniques are desirable.• Candidates from industry and research institutes will be given a preference
7	Job Profile/Role Description	<ul style="list-style-type: none">• Perform maintenance on lab equipment by making calibrations, cleaning equipment, replacing parts, and otherwise keeping equipment functioning properly.• To provide training and assistance to handle equipment to our incubates/Startups/Students/Faculties etc.• To prepare and/or test outsourced samples.• Engagement with industry and other research institutes to generate revenue for the centre through consultancy.• To maintain laboratory consumables stock and resources.• To do basic research and all other activities instructed by CEO.