IIM Lucknow Enterprise Incubation Centre

INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

NOIDA Campus @B1, Institutional Area, Sector 62, NOIDA- 201307

<u>VACANCY</u>
<u>NOTIFICATION</u>

(CALL FOR APPLICATIONS)

<u>**Subject – Recruitment for the position of Centre Manager (on consultant role) for Smart City**</u>

IIML-EIC is hosted by IIM Lucknow supported by NSTEBD, DST, GOI and UP Government.
IIML- EIC invites applications from the interested and eligible candidates for the selection of project-based profile to handle end-to-end incubation and operation Management of SMART SEED – Indore Smart City Incubation Centre located at Indore, Madhya Pradesh**.** The vacancy is proposed to be filled-up purely on contract basis (Consultant Role) initially for a period of 1 year, which may be considered further for extension basis the performance and need every year.

The details are as follows-

Post- Centre Manager

Location: Indore, MadhyaPradesh [<u>The position involves travel as per the project requirement</u>]

Job Description & Key Responsibilities

The selected candidate will support the day-to-day operations and program execution of the Smart Seed Incubation Centre in Indore**.** The role focuses on setting the centre, startup onboarding, incubation program management, ecosystem engagement, and operational coordination to ensure effective functioning of the incubator and support startup growth.

The candidate would be responsible for smooth functioning of the centre and lead the following activities:

- The candidate will work towards establishing, running & promoting the respective centre providing continual value to incubated startups and ecosystem in large. The role requires to design, develop and run end-to-end Incubation program to onboard innovative startups at the Indore smart city Incubation centre

- Work as an individual contributor to set up the centre and plan incubation program ranging from outreach, scouting, evaluation, selection, on-boarding and further support startups to enable compatible value proposition & scale up.

- Act as a SPOC to setup and operational readiness of the incubation centre, including space planning and infrastructure coordination. Ensure smooth functioning of facilities and coordinate maintenance with relevant stakeholders.

- The candidate will be accountable for the proper documentation, tracking, compliances & share status report.

Skills & Knowledge Requirements:

- B Tech Degree from a reputed institute or MBA with technical background/Masters in relevant field
- Minimum of 3-5 years' experience in incubation, startup ecosystem, startup investment processes.
- Knowledge of Industry 4.0, AI solutions company preferred

- Excellent communication & presentation skills.

Compensation:

The consolidated remuneration will be in the scale between Rs. 6.00 Lacs to Rs. 9.00 Lacs (all-inclusive).

General Conditions

- Submit your application using the below link:

    LINK: CLICK HERE

- Last date of submitting online application is 25th March,26 before Midnight.

- All the received applications for the said post will be shortlisted and only the shortlisted candidates will be invited through e-mail to appear in the interview on the scheduled date and time.

- The candidates have to produce their bio-data along with a set of photocopies in support of their educational qualifications, experience etc. at the time of the interviews. They should also bring all testimonial in original for verification purpose.

- There will be multiple rounds of interviews as deemed appropriate by the management.

- No TA/DA or any other incidental expenses will be reimbursed for attending the interview.

- Initial appointment will be for 1 year on contract renewable further subject to satisfactory performance of the incumbent and need of the IIML-EIC.

- The compensation will be decided out depending on qualification, experience, last drawn salary and relevant factors.

- Candidates are advised to visit the website of IIM Lucknow (www.iiml.ac.in)/ (www.iimlincubator.com) regularly for updation, amendments and corrigenda (if any). It will be placed on Institute website only.

- IIML-EIC reserves the right not to fill the above position, if it desires so.

- Canvassing in any form will be a disqualification.

MD, IIML- EIC
Indian Institute of Management- Noida Campus B-1, Institutional Area,
Sector-62, Noida