



**IIM LUCKNOW ENTERPRISE INCUBATION CENTRE (IIML EIC)
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW**

Noida Campus at B1, Institutional Area, Sector 62, Noida- 201307

IIML EIC is hosted by IIM Lucknow; supported by NSTEED, DST, Government of India, and the Uttar Pradesh Government

VACANCY
NOTIFICATION

Subject: Recruitment for the position of Portfolio Manager on contract at IIML EIC

IIML- EIC invites applications from interested and eligible candidates for the selection of **one position (01) of Portfolio Manager** on contract for a period of 1 year, which may be considered further for extensions as per the project requirement & satisfactory industrial performance, and policy of the IIML EIC.

We are looking for a dynamic Portfolio Manager to manage the portfolio startups with a focus on investment readiness, performance monitoring, and fundraising support. The role involves working under Investment team while working closely with Business Development team, ensuring startups receive the right strategic guidance and investor connects.

Job Description & Key Responsibilities:

- Maintain detailed records of all incubated startups (progress, milestones, sectors, investment stage)
- Track performance metrics, conduct regular review meetings with founders to assess support needs & recommend internal or external interventions to fill the gaps.
- Prepare startups for fundraising through focused training sessions, pitch deck reviews, mock investor pitches etc
- Conduct startup due diligence in coordination with EIC team.
- Work closely with business develop team to manage end-to-end investors connect, strategic support from partners, networking events to support the startups for internal/external funds.

Skills & Knowledge Requirements:

- Bachelor's or Master's degree in Business, Finance or related field with 5+ years of total work experience
- Minimum 3 years of experience in startup portfolio management, early-stage investing, incubation, or venture capital

- Strong understanding of startup fundraising stages, financials, and investor expectations
- Excellent communication, coordination, and analytical skills

Compensation:

The consolidated remuneration will be in the scale between Rs. 6.00 Lacs to Rs. 9.00Lacs (all-inclusive) with a break-up available with the incubator as per IIML EIC's policy.

GENERAL CONDITIONS

- Submit your application as per the link: [Click Here](#)
- The last date of submitting the online application is 04 May 2025, before 5:30 PM
- 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 biodata 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 testimonials in their original form for verification purposes.
- 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 project requirement & satisfactory industrial performance of the incumbent and the need of the IIML-EIC.
- The compensation will be decided 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 the 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**