



## NUTRIHUB TECHNOLOGY BUSINESS INCUBATOR STARTUPS CONFEDERATION (NUTRIHUB-TBISC)

(Not for Profit Section.8 Company registered under Companies Act, 2013)  
Reg. Office: 11-127, ICAR-IIMR, Rajendranagar, Hyderabad-30  
CIN: U85300TG2020NPL144881, Tel: 040-29884838



[www.nutrihubiimr.com](http://www.nutrihubiimr.com) and [www.millets.res.in](http://www.millets.res.in)

Eligible and interested candidates are invited for a walk-in-interview (virtual) to be held online Nutrihub, ICAR – Indian Institute of Millets Research, Rajendranagar, Hyderabad-500030, on **27/03/2021 (Saturday) at 10:30 A.M.** for recruitment of one **Incubation Manager** under DST Project as per the details given below.

<b>Name of the Project</b>	<b>DST</b>
<b>Name of the Post</b>	<b>Incubation Manager</b>
<b>Emoluments</b>	<b>Rs. 50,000/- (Rupees Fifty Thousand only) - consolidated</b>
<b>Project Till</b>	<b>March 2022 (Likely to be extended)</b>

### Essential Qualifications:

MBA degree/ Relevant Post-Graduation (Economics/Agri Economics/other relevant areas) with Entrepreneurial nature & 2+ years of industry/ Incubation experience (Agri/ Food sector preferred).

### Desirable Qualifications:

1. Track record of running an incubation program and managing Startups.
2. Ability to analyze businesses and their potential growth.
3. Experience with Startup Ecosystem or of startup will be an added advantage.
4. Prior experience at incubation centers or investment firms.
5. Skills in research, documentation and proficiency in English is an added advantage.
6. Competence in working with multidimensional & multicultural environment.

### Key Responsibilities:

- Coordinate with Executive Management in setting-up infrastructure, process and program for a strong Incubation offering.
- Work with students, Faculty and Management to ensure entrepreneurship and innovation become an integral part of our system.
- Attract, Identify and select potential incubates/ startups for the incubation program.
- Define, build and finalize client agreements and all other compliance work around incubators and startups.
- Assist startups in the areas of strategy, business plan development, market analysis, company registrations.
- Understand requirements of startups and build a mentoring relationship through the mentor pool.
- Define deliverables, their timelines and monitor progress of startups.
- Develop and maintain relationships with ecosystem enablers, investors, government bodies, service companies.
- Sign MoUs and build networks with key partners that will strengthen the incubator. Promote Nutrihub TBI to attract the best startups and help build and shape the brand image.
- Plan for ongoing events around Startups to make Nutrihub a hub for startups.
- In addition, assist the CEO with the duties assigned from time to time.

### Preparation for interview

- ❖ Candidates may come prepared with a vision document in brief. It should have a definite revenue generation plan for Nutrihub for the next five years. This should be prepared for discussion with the panel.

**Terms & Conditions:**

1. The above posts are purely temporary and on contractual basis till March 31, 2022 / expiry of the project.
2. The candidates have to produce his/ her original certificates along with a set of self-attested photo copies of all certificates and a recent passport size photo, and other documents such as experience certificate etc. (send along with your CV) for verification.
3. The selected candidates shall not claim for regular appointment/ absorption in Nutrihub/IIMR/ or in any funding agency at the end of the project.
4. The shortlisted candidates shall be called for interviews on a virtual platform.
5. Selected candidate/s will be positioned in Nutrihub/ICAR-Indian Institute of Millets Research, Hyderabad-030 for contractual job.
6. **IIMR/ Nutrihub-TBISC reserves the right to alter/ change/ cancel this advertisement/ recruitment without assigning any reason at any stage of recruitment process.**
7. Candidates have to login (in case of virtual interviews) before 15 mins of scheduled time. And should wait for their turn patiently.
8. Candidates have to produce an undertaking, stating that they are not enrolled in any other job or academic courses etc. (either full time or part time) for attending the interview.
9. Professional tax & TDS may be deducted as per rules wherever applicable.
10. **Please be watchful if any corrigendum issued on updates/ modifications on the subject. ([www.millets.res.in/ad.php](http://www.millets.res.in/ad.php))**
11. **Interested and eligible candidates may send their application, CV along with qualification and experience certificates scanned copies as a single pdf to [esnutrihub@gmail.com](mailto:esnutrihub@gmail.com) on or before 26.03.2021, 5:00 pm.**
12. **CVs received after 26<sup>th</sup> March 2021, 05:00 PM will not be considered.**

**Sd/-  
Director**

**PROFORMA**

**APPLICATION FOR THE POST OF :** \_\_\_\_\_ *(On contractual Basis)*

**Project:** \_\_\_\_\_



1. **Name in Block letters:** \_\_\_\_\_
2. **Father's / Husband's name:** \_\_\_\_\_
3. **Date of Birth & age:** \_\_\_\_\_; \_\_\_\_\_ years.
4. **Postal address for correspondence: Present & Permanent.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. **Mobile no:** \_\_\_\_\_; **Aadhar No:** \_\_\_\_\_; **email:** \_\_\_\_\_

6. **Educational Qualifications:**

Sl. No	Qualifications	Year of passing	Board/ University	Marks (% /GPA)	Remarks (if any)
1.					
2.					
3.					
4.					
5.					
6.					

**7. Prior Experience (if any):**

Sl. No	Name of the Organization/ Institute	Post	From To	Drawn Salary	Remarks
1.					
2.					
3.					
4.					

**8. Additional Information which you would like to mention:**

- a. Additional Academic/ professional Qualifications: \_\_\_\_\_
- b. Trainings \_\_\_\_\_
- c. Research Publications / reports / special projects: \_\_\_\_\_
- d. Awards/ Scholarships/ Official Appreciations: \_\_\_\_\_
- e. Affiliation with professional bodies/ institutes/ Societies: \_\_\_\_\_
- f. Any other information: \_\_\_\_\_

9. Whether belongs to SC/ST/OBC/OC/PH/Ex-servicemen (as per GoI norms) \_\_\_\_\_

10. I am also willing to be considered for any lower post in case my application for the applied post is ineligible or not shortlisted for further scrutiny. (Yes / No): \_\_\_\_\_

**SELF DECLARATION**

I \_\_\_\_\_, Son/ Daughter of \_\_\_\_\_ hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if Information given by me is proven false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date: \_\_\_/\_\_\_/\_\_\_  
Place: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate