

# **BioNEST Bioincubator**

**North-Eastern Hill University, Tura Campus, Tura, Meghalaya-794002**

Applications are invited for the Post of Chief Executive Officer (CEO), Technology Officer, Program Manager/ Business Development Executive and Lab Assistants in the DBT sponsored project at North-Eastern Hill University, Tura Campus, Tura, Meghalaya-794002. The Project Investigator reserves the right to add/delete/modify/cancel or withdraw the advertisement.

**Nature of Post:** The vacancy is to be filled-up on a purely temporary basis for an initial period of 1 year-and further extendable for 2 years subject to satisfactory performance. The appointments will be co-terminus with the expiry of the project. The person engaged, shall not be entitled for any claim implicit or explicit for permanent absorption in the University.

**Age limit:**

- a. Less than 50 years for CEO, Technology Officer and Program Manager Business/Development Executive as on the last date of submission of application.
- b. Less than 35 years for the Lab Assistant posts as on the last date of submission of application.

**Pay scale:** As per DBT Norms

**(1) Chief Executive Officer (CEO): (No. of post- 1)**

**Eligibility Criteria**

**Qualifications & experience:**

The candidate must hold a PhD. Degree in Biotechnology/Bio-physics/Life science/Microbiology/Food Technology its equivalent from a recognized Institution, and have a minimum of 3-5 years of experience at a senior level in the management of technology-based business incubators. Postdoctoral/management experience in industry or in the public sector would be an added advantage.

**Work Experience**

**Essential:**An individual with impeccable track record having minimum 3-5 years of overall experience in the industry, Start-ups (as an enabler of Start-up, Innovation and entrepreneurship ecosystem by virtue of managing/ leading reputed innovation and start-uppromoting organizations/ incubators/ accelerators/ centres-of-excellence/entrepreneurship development cells / mentoring organization/Bioinformatics center etc., or its flagship programmes).

### **Roles and Responsibilities:**

The key responsibilities of the Chief Executive Officer (CEO) will be

- To establish a Technology-based Business Incubator (TBI) at NEHU, Tura campus and
- To manage the same in a sustainable and growth-oriented manner in terms of increasing the profile, diversity and competence of incubated start-up ventures. Further, as CEO, he/she will be responsible
  - For the day-to-day operations of the Bioincubator
  - Attracting funds through Grants and other means
  - Administering the earnings and expenses related to the operations and expansion of the Centre under the directions of the Governing Body of the Bioincubator
  - Complying with all regulatory requirements and
  - Making strategic decisions to steer the Centre towards becoming a world-class Centre for nurturing start-ups in operational areas related to (but not limited to) Biotechnology, Food Technology, Devices, and Information Technology.
- The CEO should be able to leverage the strategic location of the centre within the NEHU, Tura campus for nucleating an ecosystem of innovation within the Institute and the region.
- He/she will be expected to work closely with the students and faculty at NEHU to help them steer technologies/IPs towards commercialization, by mentoring them and helping them to set up start-up ventures and also helping to raise these to 'venture-capital ready' states.
- He/she also should be able to create institutional means of venture creation to broaden the pipeline of Innovations at NEHU to create value for the Institution and the region.

### **(2) Technology Officer: (No. of post- 01)**

#### **Eligibility Criteria**

**Qualifications & experience:** Master's/Ph.D. degree in Computer Science, Information Technology, Business Administration, or related discipline or its equivalent from a recognized Institution, and have a minimum of 3-5 years of experience at a senior level in the management of technology-based business incubators. Postdoctoral/management experience in industry or in the public sector would be an added advantage.

#### **Roles and Responsibilities:**

- Responsible for Technology Management for harnessing innovations including Technology Evaluation, Technology Marketing, Technology Valuation, and Technology transfer activities.

- He/she will provide support to start up in technology development, mapping the technology readiness level, monitoring the product development activities and collaboration with industries partners and information programmes focused on technology venture creation.

**(3) Program Manager/Business Development Executive: (No. of post- 01)**

**Eligibility Criteria**

**Qualifications & experience:** Engineering graduate with MBA, from a leading institution with experience in dealing with Agriculture/Food Technology/Biotechnology/life sciences/engineering start-ups and prior experience with incubation activity. A minimum of 3 – 5 years of experience in mentoring projects in the fields of innovations from and for grassroots and incubation. Demonstrated ability to cultivate, build and maintain strong working relationships with start-ups, entrepreneurs, mentors, universities, research institutions, industry experts, associations, chamber of commerce & industries, state & central government, and angel investors.

**Roles and Responsibilities:**

- Making business plans for small scale innovators, grassroots entrepreneurs, tech students, and other incubatees
- Develop markets for the products matured in the facility.
- Mobilise resources for supporting ventures, creating value chains and building a viable portfolio of the startups incubated.
- Develop; implement new initiatives for incubation service offerings to entrepreneurs & start-ups.
- Grow the brand equity of the Incubator Forum.
- Coach entrepreneurs and start-up companies in business development.
- Assist entrepreneurs in proposal writing, pitch deck, business development, fundraising as well as relevant linkages to established companies for business opportunities.
- Develop and leverage industry, academics, investors & institutional network for the benefit of the incubation program.
- Develop & manage a network of entrepreneurs, start-ups, mentors, institutions, funding agencies, investors and industries.
- Ensure development of appropriate marketing material to promote incubated companies.
- Organize events to facilitate collaborations, technology tie-up, business development

**(4) LAB Assistant: (No. of post- 02)**

**Eligibility Criteria:**

**Qualifications & experience:** B.Sc. Degree in science related stream, a minimum of 3-5year experience in a laboratory environment and reproducibility in order to extract reliable and valid results.

**Selection Procedure:**

Mere fulfilment of the minimum prescribed qualification and experience will not vest any right on a candidate for being called for interview. Only the candidates shortlisted by a duly constituted Screening Committee will be called for the interview. In case a large number of applications are received for the post, the Screening Committee may limit the number of candidates to be called for the interview. The decision of the Committee in this regard will be final. No interim inquiries in this regard will be entertained.

**How to apply:**

Candidates must send the detailed Biodata along with the self-attested copies of all certificates of qualifications and experience through the provided email id.

**Last date for receiving application by mail: 30.04.2021.**

**Contact Information:**

**Dr. B.K. Mishra, Project Investigator**

**Department of RDAP,**

**NEHU, Tura Campus, Tura-794002, Meghalaya**

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**(B.K. Mishra)**