Careers @ Foundation for Innovation and Research in Science and Technology
Startup Incubation and Innovation Center, IIT Kanpur

Job Title	Assistant Manager – Biotech Projects
Job Code	SIIC-AMgr-BT
Reports to	Manager (Biotech)
Location	Startup Incubation and Innovation Centre, IIT Kanpur
Job Type	Full-Time, Contractual · **Tenure**: 1 year
Last Date	September 5,2022
Responsibilities	• Provide general project management activities across Bio-programs (SPARSH) and related projects • Manage the pre-incubation and the incubation process, and the incubatee cohort assigned ensuring strong engagement with all stakeholders • Build and execute strategies for strengthening the bio vertical at SIIC • Liaison and Relationship management with funding agencies, corporates, and other stakeholders • Write proposals or raising various types of funding for SIIC • Lead and support outreach and branding activities under different projects and leading affiliate tasks • Documentation on projects, MIS on organizational performance, and supporting other similar processes.
Travel	As and when required, across the country for project monitoring and execution as well as for coordination with geographically distributed teams
Eligibility	• Graduate, preferably in a relevant field of Science and Technology • Minimum two years of experience • **Excellent communication skills** (Spoken and written) • Strong research and documentation skills • Competence in working with multidimensional & multicultural environment • Keen to learn and passionate to serve communities.
Desirable	• Experience in managing startups and growing them • Has worked in the healthcare technology innovation space
Communication	Email your **current resume** and **your latest passport-size photograph** with the **job code in the subject line** and the **following details** to **hr@siicfirst. com** **Please Note- Applications/Resumes sent to any other mail id SHALL NOT be considered for any scrutiny.** • Total experience · • Total relevant experience • Current Organization · • Current CTC • Notice period · • Current Location

Startup Incubation and Innovation Center

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